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POOR LAW ORDERS.

ARRANGED AND ANNOTATED

BY

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To

THE RIGHT HONOURABLE

SIR JOHN TOMLINSON HIBBERT, K.C.B.,

THE HARDEST OF WORKERS, THE KINDEST OF FRIENDS,

THIS WORK IS DEDICATED

WITH SINCERE ESTEEM AND REGARD.

PREFACE.

THE publication of this work has been considerably delayed while going through the press in the hope of including therein certain Orders, which it was understood the Local Government Board were about to issue. It is a matter of regret that the object in view has not been altogether realised, but it was felt that any further delay would be unfair to those who had some time ago bespoken copies of the work.

Attention may be directed to the detailed and exhaustive index, the work of Mr. F. J. Welch, whose many years' experience as an official of the Local Government Board especially qualifies him for the part he has taken in regard to the volume.

H. J. F.

August, 1907.

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POOR LAW ORDERS.

INTRODUCTION.

THE object of this work is to present in a consolidated form the principal orders of the Poor Law Commissioners, the Poor Law Board, and the Local Government Board, under which Guardians and their officers have to work. All the unrepealed general orders relating strictly to poor law which are contained in the annual reports of the above-named authorities have been dealt with, except those applicable to the metropolis only, to district schools, to education in public elementary schools, and the order prescribing forms of proceedings in bastardy. Such as amend or extend previous orders have been incorporated, wherever possible, with the orders to which they relate, the original numbering of the articles being preserved. In some instances an order has been referred to by note only, and occasionally, where the several articles of an amending order have been inserted in different and perhaps widely separated places, the order has in addition been printed as a whole in its chronological order, with a reference from each article so inserted. The notes follow the articles which they illustrate, and the forms in the schedules have been placed immediately after the articles directing their use, instead of all together at the end of the order.

As a rule a chronological arrangement has been followed, except, of course, where amending orders have been inserted, but the several orders relating to the administration of relief, boarding out, and the election of guardians and rural district councillors have been placed together for convenience of reference.

The notes have been kept within moderate compass. They consist of explanations, references from the article commented on to articles of the same or other orders, and to Acts of Parliament, together with extracts from circular letters which accompanied the orders, or were issued separately, selected from the reports of the Local Government Board and their predecessors. References have also been made to the opinions and decisions of the central authority from time to time made public.

A selection of circulars, minutes and memoranda emanating from the Poor Law and Local Government Boards has been added, together with some specimen forms of orders, lists of boarding-out committees, of certified schools, and of homes for the feeble-minded and for epileptics.

There are numerous Acts of Parliament, relating to subjects with which guardians constantly have to deal, in connection with which no orders have been issued. Such are enactments regulating the boarding of paupers in workhouses other than their own, and in institutions other than workhouses; the burial of paupers; the combination of poor law authorities; the control of guardians over certain classes of children; the maintenance of the poor by relatives; the religious instruction of paupers; and the superannuation of poor law officers. There are also enactments relating to certified schools, emigration, the prevention of cruelty to children, idiots and imbeciles, industrial schools, infant life protection, loans, lunacy, registrars, the removal of paupers, and subscriptions by boards of guardians. An attempt has been made to bring together under their several headings the most important clauses bearing upon these subjects, to which have been added brief comments, and extracts from any circulars or memoranda relating to them which may have been issued by the central authority.

There will also be found a Table of Contents, a Chronological List of Orders, a Table of Statutes referred to, and an Index, while a short sketch of the establishment of the present Poor Law follows this Introduction.

In the absence of power to alter in the smallest degree the existing orders, any real consolidation is of course impossible; but it is hoped that the arrangement which has been adopted may facilitate the task of ascertaining what rules are in force in relation to any particular subject, that the work may prove of use to all who are engaged in the administration of the Poor Law, and may even be a step in the direction of consolidation.

THE ESTABLISHMENT OF THE PRESENT POOR LAW.

(Chiefly from Mackay's "*History of the English Poor Law.*")

4 & 5 Will. 4.
c. 76.

The poor law as at present administered dates from the passing of the Poor Law Amendment Act, 1834. This Act was the outcome of a Royal Commission, appointed in 1832, whose report set forth *inter alia* that the out-door relief afforded to the able-bodied on their own account, or that of their families, was the great source of

abuse connected with the administration of the poor law as it then existed. The Act provided for the appointment of a central controlling body, consisting of three Commissioners appointed by the Crown, who were authorised to appoint and remove a secretary, assistant secretaries, and assistant commissioners (these last corresponding to the general inspectors of the present Local Government Board), together with other officers. The Commissioners were excluded from Parliament, their tenure of office was limited to five years, and to their direction and control the whole administration of relief was made subject. They had power to form parishes into unions as they thought fit, but each parish was to pay for the relief of its own poor, the union expenses being assessed by the Commissioners on the united parishes proportionately to the average poor rate expenditure in each for the last three years. With the consent of the majority of the guardians of any union, or of the ratepayers and owners of property of any parish, the Commissioners, within certain limits of expenditure, might order a workhouse to be built, enlarged, or altered, at the expense of the rates, according to a plan to be approved by them; and without such consent could order alterations or enlargements, provided the cost did not exceed 50*l*. [this limit has since been removed] nor one-tenth of the average rate for the preceding three years; they were also authorised to make rules for the government of workhouses, and to direct the appointment of the various parish or union officers, the paid officers to hold their appointments subject to the orders of the Commissioners, and to be removable by them.

The evils of relief as then administered to the able-bodied and their families are set forth in the Act, as well as the difficulty of altering established practice suddenly; and the Commissioners are given power to regulate the relief given to the able-bodied and their families out of the workhouse, and in the last resort to issue peremptory orders, after which all relief given in contravention of the orders is declared illegal, except in cases of urgency, which must, however, be reported to the Commissioners.

The Commissioners were, however, precluded from interfering in any individual case for the purpose of ordering relief.

The first Commissioners were Sir T. Frankland Lewis, Mr. John George Shaw-Lefevre, and Mr. (afterwards Sir) George Nicholls, with Mr. Chadwick as secretary.

The introduction of the new poor law was carried out in face of the violent opposition of a section of the public, and as the five years for which the Commission was appointed drew to a close, strenuous efforts were made to prevent its reappointment. In the session of 1839, however, its powers were renewed for one year, and

the same year the Commissioners, at the request of the Home Secretary, drew up a "Report on the Continuance of the Poor Law Commission, and on some further Amendments of the Laws relating to the Relief of the Poor." This famous report contains a full statement of the policy of the new poor law, which is so valuable in view of certain methods advocated in the present day, that no apology is made for the insertion here of some extracts therefrom:—

"The fundamental principle," says the report, "with respect to the legal relief of the poor is, that the condition of the pauper ought to be, on the whole, less eligible than that of the independent labourer. The equity and expediency of this principle are equally obvious. Unless the condition of the pauper is on the whole less eligible than that of the independent labourer, the law destroys the strongest motives to good conduct, steady industry, providence, and frugality among the labouring classes; and induces persons, by idleness or imposture, to throw themselves upon the poor rates for support."

"But if the independent labourer sees that a recurrence to the poor rates will, while it protects him against destitution, place him in a less eligible position than that which he can attain to by his own industry, he is left to the undisturbed influence of all those motives which prompt mankind to exertion, forethought and self-denial. On the other hand, the pauper has no just cause for complaint if, at the same time that his physical wants are amply provided for, his condition should be less eligible than that of the poorest class of those who contribute to his support. The truth of this principle has either been generally admitted, or, at least, has not been disputed; but the difficulty has consisted in applying it in practice."

"All distribution of relief in money or goods, to be spent or consumed by the pauper in his own house, is inconsistent with the principle in question. Money or goods given to paupers to be spent or consumed by themselves, as they may think proper, is in general more acceptable than an equal value earned as wages; inasmuch as it is unaccompanied by the painful condition of labour." . . .

"In order therefore to carry the above-mentioned principle into effect, it is necessary that the pauper should be relieved, not by giving him money or goods to be spent or consumed in his own house, but by receiving him into a public establishment.* But a public establishment, if properly arranged, necessarily secures to its inmates a larger amount of bodily comforts than is enjoyed by an ordinary independent labourer in his own dwelling. For

* Clearly the Commission contemplated the ultimate abolition of out-door relief.

example, an inmate of a well-appointed union workhouse lives in rooms more spacious, better ventilated, and better warmed; his meals are better and more regularly served; he is more warmly clad; and he is better attended in sickness, than if he were in his own cottage; moreover, all these benefits are supplied to him with perfect regularity, and without any thought or anxiety on his part. Thus far, relief in a public establishment violates the principle above adverted to, and places the pauper in a more eligible condition than the independent labourer. And yet humanity demands that all the bodily wants of the inmates of a public establishment should be amply provided for. The only expedient, therefore, for accomplishing the end in view, which humanity permits, is to subject the pauper inmate of a public establishment to such a system of labour, discipline, and restraint as shall be sufficient to outweigh, in his estimation, the advantages which he derives from the bodily comforts which he enjoys. This is the only mode, consistent with humanity, of rendering the condition of the pauper less eligible than that of the independent labourer; and upon this principle the English union workhouses have been organised."

And again: "Throughout all the unions in which we have established workhouses, this principle of the workhouse system is very well understood as respects the able-bodied labourers, and, with very few exceptions, the benefits which arise from its application are admitted and appreciated. With regard to the aged and infirm, however, there is a strong disposition on the part of a portion of the public so to modify the arrangements of these establishments as to place them on the footing of *almshouses*. The consequences which would flow from this change have only to be pointed out to show its inexpediency and its danger. If the condition of the inmates of a workhouse were to be so regulated as to invite the aged and infirm of the labouring classes to take refuge in it, it would immediately be useless as a test between indigence and indolence or fraud—it would no longer operate as an inducement to the young and healthy to provide for their later years, or as a stimulus to them, whilst they have the means, to support their aged parents and relatives. The frugality and forethought of a young labourer would be useless if he foresaw the certainty of a better asylum for his old age than he could possibly provide by his own exertions; and the industrious efforts of a son to provide a maintenance for his parents in his own dwelling would be thrown away, and would cease to be called forth, if the almshouse of the district offered a refuge for their declining years, in which they might obtain comfort and indulgences which even the most

successful of the labouring classes cannot always obtain by their own exertions."

"If the views of those persons who desire the conversion of the workhouse into an almshouse were to be carried into effect, not only would all the aged of the labouring class be maintained at the public expense, and the burdens of the community be thus enormously increased, but the habits of forethought and industry in the young, who, exerting themselves for their future benefit, find an immediate reward in the increase of their present welfare—habits which we rejoice to say are daily developing themselves throughout the labouring portion of the community—would be discouraged and finally extinguished."

After being three times continued from year to year the Commission in 1842 was secured in office for another term of five years. During its existence (1834 to 1847) fourteen annual reports, besides the special report above mentioned, were published, giving information as to the steps taken by the Commissioners to carry out their duties, and containing numerous orders issued from time to time to regulate the administration of relief, the management of Workhouses, the proceedings of guardians, and the duties of officers. Issued at first to individual unions, these orders gradually took the form of "general orders" applicable to all, or nearly all, the unions which had been constituted at the time of their issue. Among these were the "General Order Regulating Outdoor Relief," dated December 21st, 1844, now known as the "Outdoor Relief Prohibitory Order," from its prohibiting outdoor relief to the able-bodied, and the "Consolidated General Order," issued on July 24th, 1847, when the Commission was on the verge of extinction. The former of these two orders is still in force unaltered, and the latter, though modified by many amending orders, still forms the basis of the rules regulating the work of guardians and their officers.

10 & 11 Vict.
c. 109.

In 1847 the powers and duties of the "Poor Law Commissioners" were transferred to the "Poor Law Board," consisting of certain *ex officio* members, whose responsibility was purely formal, together with a president and two secretaries, the president and one secretary being allowed to sit in Parliament. During the tenure of office of this Board the "Outdoor Relief Regulation Order" of December 14th, 1852, was issued to unions and parishes to which (partly on account of local opposition) the "Outdoor Relief Prohibitory Order" had not been issued, and also the "General Order for Accounts," of January 14th, 1867, embodying alterations of previous orders rendered necessary by the passing of the Union Chargeability Act, 1865. The duration of the Board was continued

28 & 29 Vict.
c. 79.

from time to time, and made permanent by the Poor Law Amendment Act, 1867, but, in 1871, "with a view to concentrate in one department of the government the supervision of the laws relating to the public health, the relief of the poor, and local government," was established, in place of the "Poor Law Board," the "Local Government Board," with a constitution almost identical with that of its predecessor.

30 & 31 Vict.
c. 106, s. 1.

34 & 35 Vict.
c. 70.

Mr. Mackay expresses the opinion that the new form of control (including apparently in that expression both the Poor Law and the Local Government Boards) "has been much less aggressive in forcing forwards the principles contained in the great report of 1834." . . . "It has confined itself to upholding the progress made by the first Commissioners. Its advice and influence have been continuously in favour of a sound policy of dispauperisation, but its legislative powers have been very sparingly used."

THE CONSOLIDATED GENERAL ORDER.

[DATED JULY 24TH, 1847.]

- To the Guardians of the Poor of the several unions named in the schedule hereunto annexed;—
- To the Churchwardens and Overseers of the several parishes and places comprised within the said unions;—
- To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the parishes and places comprised within the said unions are situate;—
- And to all others whom it may concern.

We, the Poor Law Commissioners, in pursuance of the authorities vested in us by an Act passed in the fifth year of the reign of his late Majesty King William the Fourth, intituled “An Act for the amendment and better administration of the Laws relating to the Poor in England and Wales,” and by all other Acts amending the same, do hereby rescind every order, whether general or special, heretofore issued by the Poor Law Commissioners to the unions named in the schedule hereunto annexed, which relates to the several subjects herein provided for, except so far as the same may have related to the apprenticeship of any poor person not yet completed; or may have required or authorised the appointment of any officer, or the giving of any security, or the making of any contract not yet executed, or the making of any orders by the guardians for contributions and payments not yet obeyed, or may have defined the salaries of any officers, or have prescribed the districts within which the duties of any officer shall be performed, or may have provided for the class of paupers or their number to be received into any particular workhouse. . . .

And we do hereby order, direct and declare, with respect to each of the said unions, as follows:—

The Commissioners in the circular letter accompanying this order, and dated July 26th, 1847, say that “though some omissions and modifications of former provisions will be found in the present order, it will be perceived that the Commissioners have not introduced any extensive or material change.”

A similar order *mutatis mutandis* was issued to certain separate parishes and townships on December 8th, 1847.

The first 27 articles of the order related to the elections of guardians, and

are now superseded by the orders issued by the Local Government Board in pursuance of the powers conferred upon them by the Local Government Act, 1894. These orders will be found later in the work.

LOCAL GOVERNMENT ACT, 1894.—CHANGES EFFECTED.

56 & 57 Vict.
c. 73

The principal changes relating to boards of guardians effected by this Act are these:—

Ex-officio and nominated guardians are abolished, but a chairman, a vice-chairman, and not more than two other persons, may be elected by a board of guardians from outside their own body. s. 20 (1),
s. 20 (7)

Guardians for parishes in urban districts, county boroughs, and in London, are to be elected by the parochial electors of the parishes, but in rural districts the rural district councillors will represent on the board of guardians for the union the parish or other area for which they were elected. The qualification for a guardian is either being a parochial elector of some parish within the union, or having resided in the union during the whole of the twelve months preceding the election; or, in the case of a guardian for a parish wholly or partly situate within the area of a borough, whether a county borough or not, being qualified to be elected a councillor for that borough; and no person is disqualified by sex or marriage for being elected or being a guardian. s. 24 (3)
s. 20 (2).

The term of office of a guardian is three years, and one-third, as nearly as may be, of every board of guardians go out of office on April 15th in each year, unless the county council, on the application of a board of guardians, direct that the board shall retire together on April 15th in every third year. Power to rescind such direction is given by 63 & 64 Vict. c. 16, s. 1 (1). s. 20 (6).
s. 20 (6 a)

Where at the passing of the Act the whole of the guardians of any union, in pursuance of an order of the Local Government Board, retired together at the end of every third year, they continue so to retire, unless the county council, or a joint committee of the county councils, on the application of the board of guardians or of any district council of a district wholly or partially within the union, otherwise direct. s. 20 (6 b).

The council of each county may from time to time, by order, fix or alter the number of guardians or rural district councillors to be elected for each parish within their county, and for those purposes may exercise the powers now vested in the Local Government Board of adding parishes to each other and dividing parishes into wards. s. 60 (1).

Similar powers are to be exercised by the town council of a county borough where a union or parish under a separate board of guardians is co-extensive with the borough, or wholly included in it.

By the Poor Law Amendment Act, s. 11, the Local Government Board may accept the resignation of any person elected as a guardian tendered for any cause which the Board may consider reasonable; and by the Local Government Act, 1894, rural district councillors are placed in the same position with respect to resignation as members of a board of guardians. 5 & 6 Vict.
c. 57.
56 & 57 Vict.
c. 73, s. 48
(4 a).

If a member of a board of guardians is absent from meetings of the board for more than six months consecutively, except in case of illness or for some reason approved by the board, his office on the expiration of those months becomes vacant. But by s. 2 of the Members of Local Authorities Relief Act, 1900, "an officer or soldier of the auxiliary or reserve forces on active service, or on service beyond the seas, shall not by reason only of his absence on that service vacate his office as a member . . . of any board of guardians." s. 46 (6).
63 & 64 Vict.
c. 46.

Where a member of a board of guardians vacates his seat for absence the

56 & 57 Vict.
c. 73, s. 46
(7).

board shall forthwith declare the office to be vacant, and signify the same by notice signed by three members and countersigned by the clerk of the board, and notified in such manner as the board direct, and the office shall thereupon become vacant.

On the occurrence of a casual vacancy in the office of guardian, or of a rural district councillor, the election is to be held within one month after notice in writing of the vacancy has been given to the chairman of the board of guardians, or to the clerk, by two guardians, the day of election being fixed by the clerk to guardians; but if the casual vacancy occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, the vacancy is to be filled at the next ordinary election. (*Local Government Act, 1894, and General Orders of Local Government Board, January 1st and January 21st, 1898.*)

The law officers of the Crown have advised that where under s. 46 (6) of the Local Government Act, 1894, a person vacates the office of guardian for a parish in a rural district by reason of absence for six months from meetings of the board of guardians, such person also vacates office as a rural district councillor.

MEETINGS AND PROCEEDINGS OF GUARDIANS.

56 & 57 Vict.
c. 73.
38 & 39 Vict.
c. 55.

"By s. 59 of the Local Government Act, [1894,] s. 199 of the Public Health Act, 1875, and the rules in Part (1) of the first schedule to that Act, [Part (2) is repealed], are made applicable to the guardians as if they were a local board, except that the chairman may be elected from outside the guardians." . . . These rules "relate to several matters which are already dealt with by the orders in force in the union. The Board think that the rules will supersede the provisions of these orders, and that the proceedings of the guardians must be regulated by these rules and by the regulations which the guardians are empowered to make by Rule I. with respect to the summoning, notice, place, management, and adjournment of their meetings, and generally with respect to the transaction and management of their business. Section 59 (4) of the Local Government Act, however, provides that nothing in the section shall affect any powers of the Board with respect to the proceedings of guardians. Hence it appears to the Board that it will still be competent for them to prescribe regulations on these subjects, should they deem it necessary to do so. Moreover, it seems to them that the provisions in the existing orders, except so far as they are inconsistent with s. 199 of the Public Health Act, or with the rules in Part (1) of the first schedule to that Act, or with any regulations made under those rules, will still remain in force." (*Circular Letter, December 20th, 1894, to Boards of Guardians (outside London), 24th Ann. Rep. L. G. Bd., p. 250.*)

38 & 39 Vict.
c. 55.

Section 199 of the Public Health Act, 1875, is as follows:—

"Every urban authority (not being the council of a borough) shall hold an annual meeting, and other meetings for the transaction of business under this Act, once at least in each month, and at such other times as may be necessary for properly executing their powers and duties under this Act. Meetings of local boards shall be held, and the proceedings thereat shall be conducted, in accordance with the rules as to meetings and proceedings contained in Schedule I. to this Act."

Schedule I. (1) (as adapted to Boards of Guardians) is as follows:—

Rules applicable to Boards of Guardians.

1. Every board of guardians shall from time to time make regulations with respect to the summoning, notice, place, management, and adjournment of

their meetings, and generally with respect to the transaction and management of their business.

2. No business shall be transacted at any such meeting unless at least one-third of the full number of members be present thereat, subject to this qualification, that in no case shall a larger quorum than seven members be required.

3. Every board of guardians shall from time to time at their annual meeting [see rule 11] appoint some person to be chairman for one year at all meetings at which he is present.

[The words of the schedule are "shall appoint one of their number," and nothing is said about a vice-chairman, but by s. 20 (7) of the Local Government Act, 1894, a board of guardians "may elect a chairman or vice-chairman, or both, and not more than two other persons, from outside their own body, but from persons qualified to be guardians of the union, and any person so elected shall be an additional guardian and member of the board." 56 & 57 Vict. c. 73.]

And by s. 59 (2) of the said Act a board of guardians "may, if they think fit, appoint a vice-chairman to hold office during the term of office of the chairman, and the vice-chairman shall, in the absence or during the inability of the chairman, have the powers and authority of the chairman."]

4. If the chairman so appointed dies resigns or becomes incapable of acting, another member shall be appointed to be chairman for the period during which the person so dying resigning or becoming incapable would have been entitled to continue in office, and no longer.

5. If the chairman is absent from any meeting at the time appointed for holding the same, the members present shall appoint one of their number to act as chairman thereat.

[If there is a vice-chairman, and he be present, he would take the chair as of right. See note to rule 3, *ante*.]

6. The names of the members present, as well as of those voting on each question, shall be recorded, so as to show whether each vote given was for or against the question.

[This rule appears to prevent the votes from being given by ballot.

"The provision as to the recording of the names appears to be directory, so that any omission in this respect will not affect the validity of the vote." —(*Lumley's Public Health Act, 2nd ed., p. 387*).]

7. Every question at a meeting shall be decided by a majority of votes of the members present and voting on that question.

[See notes on Art. 155, p. 83].

8. In case of an equal division of votes the chairman shall have a second or casting vote.

[The chairman is not obliged to give a second or casting vote, and if he does not do so the question will be lost. See Art. 38, p. 16.]

9. The proceedings of a board of guardians shall not be invalidated by any vacancy or vacancies among their members, or by any defect in the election of such board, or in the election or selection or qualification of any members thereof.

10. Any minute made of proceedings at a meeting, and copies of any orders made or resolutions passed at a meeting, if purporting to be signed by the chairman of the meeting at which such proceedings took place or such orders were made or resolutions passed, or by the chairman of the next ensuing meeting, shall be received as evidence in all legal proceedings; and until the contrary is proved, every meeting where minutes of the proceedings have been

so made shall be deemed to have been duly convened and held, and all the proceedings thereat to have been duly had.

11. The annual meeting of a board of guardians shall be held as soon as may be convenient after April 15th in each year.

Preservation of Order.

“In the Privy Council case of *Doyle v. Falconer* (1886), L. R., 1 P. C., 328, Sir James W. Colville said: ‘If the good sense and conduct of the members of colonial legislatures prove, as in the present case, insufficient to secure order and decency of debate, the law would sanction the use of that degree of force which might be necessary to remove the person offending from the place of meeting, and to keep him excluded. The same rule would apply *a fortiori* to obstructions caused by any person not a member. And, whenever the violation of order amounts to a breach of the peace, or other legal offence, recourse may be had to the ordinary tribunals.’ This would seem to apply equally to meetings of guardians and district councillors. The proper course for the chairman to adopt where a member or other person misbehaves himself and is disorderly, is to call upon that member or other person to withdraw from the meeting. If he refuse to leave, the chairman, or some one upon his order, may use such force as is necessary to expel the person guilty of disorder. If the latter resist he will commit a breach of the peace; and if the police are present, he may then be given into custody. The chairman will not be justified in giving the offender into custody until he has committed a breach of the peace, and, where the police were not present upon the committing of the breach of the peace, unless there is danger of immediate renewal. See the cases *Wooding v. Oxley* (1839), 9 Car. & P. 1, and *Lucas v. Mason* (1875), L. R. 10 Ex. 251.”

(From “*Meetings of Guardians*,” &c., by Sydney Davey, B.A., LL.B., *Poor Law Offs. Jn.*, April 15th, 1904, p. 373.)

Articles 28 to 38, with which we proceed to deal, must be read in relation to the foregoing rules, and where they differ, the Local Government Board, as already stated, consider that the rules will supersede the provisions of the order.

MEETINGS OF THE GUARDIANS.

Art. 28.—The guardians shall upon the day of the week, and at the time of day, and at the place already appointed for holding the ordinary meetings, hold an ordinary meeting once at the least in every *week or fortnight* [now month] for the execution of their duties; and may, when they think fit, change the period, time and place of such ordinary meeting, *with the consent of the Commissioners previously obtained.*

Under s. 199 of the Public Health Act, 1875, as applied by s. 59 of the Local Government Act, 1894, the meetings must be held once at least in each month, and the Local Government Board say that “having regard to the provisions of s. 59 of the Local Government Act, 1894, it appears to them that in the absence of any further order made by them in the matter, it is competent to the guardians to alter the day and hour of their meetings without any sanction on the part of the Board. The Board, however, desire that any alteration of the day or hour of the guardians’ meeting may be reported to them as soon as practicable after it has been determined upon.”

By s. 61 of the Local Government Act, 1894, "no meeting of . . . a board of guardians shall be held in premises licensed for the sale of intoxicating liquor, except in cases where no suitable room is available for such meeting either free of charge or at a reasonable cost." 56 & 57 Vict. c. 73.

"A board of guardians have a discretion whether or not they will admit the public to their meetings" (Mellish, L.J., in *Purcell v. Sowler* (1877), 2 C. P. D. 215). Cockburn, C.J., in the same case, after remarking that the public were, as a matter of fact, generally admitted, said, "Yet when charges are to be made affecting private character, the proper course would be to close the doors and hold the discussion *in camera*." (*Poor Law Offs. Jn.*, April 11th, 1902.)

Inspectors of the Local Government Board, under s. 20 of the Poor Law Act, 1847, and s. 6 of the Local Government Board Act, 1871, are "entitled to visit and inspect every workhouse, or place wherein any poor person in receipt of relief shall be lodged, and to attend every board of guardians and every parochial and other local meeting held for the relief of the poor, and to take part in the proceedings, but not to vote at such board or meeting." 10 & 11 Vict. c. 109. 34 & 35 Vict. c. 70.

Art. 29.—The guardians shall at the first meeting after the Fifteenth day of April, elect *out of the whole number of guardians* a chairman and a vice-chairman, who, *provided they be guardians at the time*, shall continue respectively to act as such chairman and vice-chairman for the year next ensuing.

See rule 3 of Schedule I. of the Public Health Act, 1875, and notes thereon, *ante*, p. 11. The article may be read as if the words in italics were omitted,

UNION ASSESSMENT COMMITTEE.

If the Union Assessment Committee Acts are in force in the union, it will be necessary that a union assessment committee should be appointed. By s. 2 of the Union Assessment Committee Act, 1862, the board of guardians of every union formed under the Poor Law Amendment Act, 1834, shall in every year at their first meeting after the annual election of guardians, appoint from among themselves any number not less than six nor more than twelve to be the assessment committee of the union, and by s. 8 "any guardian of the union may be present at any meeting of the committee, but shall not be entitled to take part in the proceedings thereof." 25 & 26 Vict. c. 103.

With regard to this enactment, the Local Government Board have said that they believe that, according to the rules and practice of both Houses of Parliament, it would not be competent for a committee when proceeding to deliberate to insist upon the exclusion from the committee-room of a member not serving upon the committee; but they understand that it is the invariable rule that no such member should insist upon his right to be present during the deliberation of a committee, and this is evidently in accordance with the requirements of propriety and good taste.

Art. 30.—The guardians at any time may elect two vice-chairmen, and if such vice-chairmen be appointed at the same time, the guardians shall determine their precedence; according to which precedence one of the said vice-chairmen shall thenceforth preside and act as in the case when only one vice-chairman is elected.

There appears to be no longer any authority for the appointment of more than one vice-chairman. See notes to rule 3 of Schedule I. of the Public Health Act, 1875, *ante*, p. 11.

Art. 31.—If a chairman or a vice-chairman cease to be a guardian, or refuse, or become incapable to act as chairman or vice-chairman before the expiration of the term of office, the guardians shall, within one month after the occurrence of the vacancy, refusal, or incapacity, elect some other guardian to be chairman or vice-chairman, as the case may be.

See, however, rule 4 of Part I. of Schedule I. of the Public Health Act, 1875, p. 11.

Art. 32.—Whereas no act of any meeting of the guardians will be valid unless three guardians be present and concur therein; if three guardians be not present at any meeting, the clerk shall make an entry of that fact in the minute-book, and the time for holding such meeting shall be deemed to have expired as soon as the said entry shall have been made. But one hour at least shall be allowed to elapse from the time fixed for the commencement of the meeting, before such entry shall be made.

This article could now only apply if in any case three guardians constituted a quorum, but the procedure directed might usefully be adopted where at any meeting a quorum was not present.

Art. 33.—If three or four or more guardians be present at any ordinary meeting, such three, or the majority of such four or more guardians, may adjourn the same to the day of the next ordinary meeting, or to some other day previous to the next ordinary meeting.

This article must apparently be read as if it stood thus:—"If a quorum or a number being more than a quorum of guardians be present at any ordinary meeting, such quorum, or the majority of such number, being more than a quorum, may adjourn, etc."

Art. 34.—An extraordinary meeting of the guardians may be summoned to be held at any time, upon the requisition of any two guardians, addressed to the clerk. Every such requisition shall be made in writing, in the Form (F.) hereunto annexed, and no business other than the business specified in the said requisition shall be transacted at such extraordinary meeting.

FORM F.

To the Clerk of the Guardians of the Union.

REQUISITION FOR AN EXTRAORDINARY MEETING OF GUARDIANS.

We, the undersigned, being two of the guardians of the poor of the union, do hereby require an extraordinary meeting of the guardians of the said union to be summoned, to be holden at

on the day of 18 , at o'clock in the forenoon, to take into consideration [*set out the business*].

 _____ } Guardians.

Apparently this article still holds good if a board of guardians have not made regulations on the point under Rule 1 of Schedule L., Part (1), of the Public Health Act, 1875, as applied by s. 59 of the Local Government Act, 1894.

Art. 35.—Notice of every change in the period, time, or place of holding any meeting, and notice of the adjournment of any meeting, and notice of every extraordinary meeting, shall be given in writing to every guardian. Every such notice shall be respectively in the Forms (G.), (H.) and (I.) hereunto annexed, and shall be given or sent by the clerk to every guardian, or left at his place of abode two days, if practicable, before the day appointed for the meeting to which it relates.

FORM G.—NOTICE OF CHANGE OF PERIOD, TIME OR PLACE OF MEETING.

To A. B., Guardian of the Poor of the Union.
 day of 18 .

Sir,—You are hereby informed that the next ordinary meeting of the guardians of the poor of the union will take place at on day the day of 18 , at o'clock in the noon, for the transaction of business; and that the ordinary meetings of the said guardians will henceforth be held [*weekly or fortnightly, as the case may be,*] at the same place, on the same day of the week, and at the same hour.

————— Signature of Clerk to the Guardians.

FORM H.—NOTICE OF AN ADJOURNED MEETING OF GUARDIANS.

To A. B., Guardian of the Poor of the Union.
 day of 18 .

Sir,—This is to give you notice, that an adjourned meeting of the guardians of the poor of the union will be held at on the day of 18 , which meeting you are hereby requested to attend.

————— Signature of Clerk to the Guardians.

FORM I.—NOTICE OF AN EXTRAORDINARY MEETING OF GUARDIANS.

To A. B., Guardian of the Poor of the Union.
 day of 18 .

Sir,—I am directed by C. D. and E. F., two of the guardians of the poor of the union, to summon an extraordinary meeting of the guardians of the poor of the said union, at on the day of 18 , at o'clock in the forenoon, to take into consideration [*set out the business*], which meeting you are hereby requested to attend.

————— Signature of Clerk to the Guardians.

Art. 36.—If any case of emergency arise, requiring that a meeting of the guardians should immediately take place, they, or any three of them, may meet at the ordinary place of meeting, and take such case into consideration, and may make an order thereon.

Apparently three guardians could not now meet and act unless they would be a quorum under rule 2 of Schedule I. of the Public Health Act, 1875. See *ante*, p. 11.

PROCEEDINGS OF THE GUARDIANS.

Art. 37.—At every meeting the chairman, or in his absence *a* [the] vice-chairman, shall preside; but if at the commencement of any meeting the chairman and vice-chairman or *vice-chairmen* be absent, the guardians present shall elect one of themselves to preside at such meeting as chairman thereof, until the chairman or *a* vice-chairman take the chair.

See note to Art. 30.

Art. 38.—Every question at any meeting *consisting of more than three guardians* shall be determined by a majority of the votes of the guardians present thereat, and voting on the question; and when there shall be an equal number of votes on any question, such question shall be deemed to have been lost.

The article may be read as if the words in italics were omitted. See note on Art. 155, and rules 6—8 of Schedule I. of the Public Health Act, 1875, p. 11.

12 & 13 Vict.
c. 103.

By s. 19 of the Poor Law Amendment Act, 1849, “In the case of an equality of votes upon any question at a meeting of the guardians of any union or parish, the presiding chairman at such meeting shall have a second or casting vote.”

Art. 39.—No resolution agreed to or adopted by the guardians shall be rescinded or altered by them, unless some guardian shall have given to the board seven days' notice of a motion to rescind or alter such resolution, which notice shall be forthwith entered on the minutes by the clerk. Provided always, that this regulation shall not extend to any resolution which immediately concerns the allowance of relief to any person, or the punishment of any pauper, or to any resolution which the Commissioners may request the guardians to reconsider or amend, or to any question of emergency.

Art. 40.—The guardians may, from time to time (as occasion may require), appoint a committee to consider and report on any special subject, and such committee may meet at such times and places as to them may seem convenient; but no act or decision of

any such Committee shall of itself be deemed to be the act of the guardians.

By s. 15 of the Divided Parishes and Poor Law Amendment Act, 1876, 39 & 40 Vict. c. 61. "The guardians of any union or parish . . . may pay the reasonable expenses incurred in the preparation and collection of information required of or by them respecting any matter which is submitted to their management, supervision, or control, and charge the amount in the case of a union to their common fund or as general or special expenses, according as the subject-matter relates to the general concern of the union or district or to some separate part thereof, and in the case of the board of guardians of a parish . . . to the fund under their control." And by s. 16, "If the guardians . . . require any such information from any of their officers, the amount payable may, if there be any disagreement on the subject, be settled by the Local Government Board."

And whereas it is expedient to make provision for occasional communication in person between boards of guardians and the Poor Law Board, and for preventing unreasonable expenditure thereon; Now, therefore, we do hereby further order that when any board of guardians shall deem it advisable to confer with the Poor Law Board upon any matter connected with the relief of the poor in their union, or arising out of the discharge of any duty imposed upon them by law, and shall, after notice in writing sent to every guardian of the union, resolve to send a deputation to confer with the said Board upon such matter as aforesaid, a copy of the said resolution shall forthwith be forwarded to the Poor Law Board, and if the said Board, upon receipt thereof, shall appoint a time for the reception of such deputation, the auditor of the district comprising the union may allow the reasonable costs, properly verified, of such deputation to the extent of three members, together with the clerk, acting or assistant clerk, and no more, as a charge upon the common fund of the union.

*Deputation
Expenses
Order.
June 27th,
1870.*

When the Poor Law Board shall require the attendance of any such deputation, or when the deputation shall attend upon any matter of emergency, which in the opinion of the Poor Law Board may demand immediate attention and personal communication, the notice required in the preceding paragraph to be given to the guardians may be dispensed with.

When the guardians send a deputation to any other body or authority than the Poor Law Board in respect of any matter affecting their union, which they are empowered by law to inquire into or to report upon or to discuss, the same notice as aforesaid shall be given, and the same limitation as to the number of members to form the deputation as aforesaid shall be observed, unless the board of guardians shall, by special resolution setting forth the grounds of the exception to be duly entered on their minutes, appoint a larger number of members to form the deputation.

"The Board do not seek to prevent any number of persons from accompanying the deputations in question, but the expenses of all beyond the number specified in the order must be borne in some other way than by a charge on that [the common] fund." (*Circular Letter, July 14th, 1870, 23 Rep. P. L. Bd. p. 3.*)

The General Order of February 26th, 1903, regulating the appointment of guardians to attend poor law conferences, and the payment of their expenses in so doing, is printed at p. 527; and the Circular Letter of July 21st, 1871, relating to the cost of travelling and refreshments, at p. 533.

*Consolidated
General
Order—
continued.*

Art. 41.—At every ordinary meeting of the guardians the business shall, as far as may be convenient, be conducted in the following order:—

"The order of business indicated by this article is not obligatory on the guardians, but the commissioners believe that it will in general be found convenient." (8 *Rep. P. L. Comrs.*, 1842. p. 165.)

Firstly. The minutes of the last ordinary meeting, and of any other meeting which may have been held since such ordinary meeting, shall be read to the guardians; and, in order that such minutes may be recognised as a record of the acts of the guardians at their last meeting, they shall be signed by the chairman presiding at the meeting at which such minutes are read, and an entry of the same having been so read shall be made in the minutes of the day when read.

The minutes of the preceding meeting or meetings are read "in order to insure their correctness as a record of the proceedings," and the reading "is not necessary to give validity to the resolutions of the preceding meeting. The names of each guardian present at every meeting should be entered in the minutes." (3 *Rep. P. L. Comrs.*, 1837, p. 82.)

No discussion upon the minutes is in order unless it relate to their correctness as a record of what actually took place at the meeting to which they relate.

Secondly. The guardians shall dispose of such business as may arise out of the minutes so read, and shall give the necessary directions thereon.

Thirdly. They shall proceed to give the necessary directions respecting all applications for relief made since the last ordinary meeting, and also respecting the amount and nature of relief to be given and continued to the paupers then in the receipt of relief, until the next ordinary meeting, or for such other time as such relief may be deemed to be necessary.

The applications for relief will be brought before the guardians by the relieving officer. (Art. 215 (2).)

See the Out-door Relief Prohibitory Order, p. 148, and the Out-door Relief Regulation Order, p. 168.

Relief Committees.—In large unions applications for relief are usually dealt with by relief committees. An order of the Local Government Board is necessary to enable this to be done. Such an order empowers the guardians at any ordinary meeting to appoint one or more relief committees, each consisting of

not less than three guardians, and to assign to any such relief committee the whole or part of the district of any of the relieving officers. Every relief committee so appointed may hear and determine all applications for relief on account of poor persons residing or being in the district assigned to such committee, and may give all directions respecting the continuance of relief to poor persons belonging to the district in such manner as the guardians of the union acting as a board may do. The orders of a relief committee in regard to relief not previously administered may be rescinded or altered by the guardians, acting as a board, who may also continue or discontinue any weekly or other allowance of relief which shall not have been actually given. In the absence of any special provision in the order authorising their appointment, such committees will meet at the same place as is appointed for the meetings of the guardians.

District Relief Committee.—By s. 7 of the Poor Law Amendment Act, 1842, 5 & 6 Vict. c. 57. “Whenever the whole of any parish or parishes is situated at a greater distance than four miles from the place of meeting of the board of guardians of the union of which such parish or parishes may form part, it shall be lawful for the Commissioners, on the application of the board of guardians, to form such parish or parishes into a district, and to direct the said guardians from time to time to appoint a committee of their members to receive the applications of poor persons requiring relief in such district, to examine into the cases of such poor persons, and to report to the said guardians thereon.”

A specimen form of a relief committee's order is given at p. 587.

Fourthly. They shall hear and consider any application for relief which may be then made, and determine thereon.

Generally with respect to the administration of relief, see the Out-door Relief Prohibitory and Regulation Orders, and notes thereon, pp. 527 *et seq.*

Recovery of Cost of Relief.—By s. 16 of the Poor Law Amendment Act, 1849, 12 & 13 Vict. c. 103. “Where any pauper shall have in his possession or belonging to him any money or valuable security for money, the guardians of the union or parish within which such pauper is chargeable may take and appropriate so much of such money, or the produce of such security, or recover the same as a debt before any local court, as will reimburse the guardians for the amount expended by them, whether on behalf of the common fund or of any parish, in the relief of such pauper, during the period of twelve months prior to such taking or appropriation, or prior to such proceeding for the recovery thereof (as the case may be); and in the event of the death of any pauper having in his possession or belonging to him any money or property, the guardians of the union or parish within which such pauper may die may reimburse themselves the expenses incurred by them in and about the burial of such pauper, and in and about the maintenance of such pauper at any time during the twelve months previous to the decease.” See also ss. 299 and 300 of the Lunacy Act, 1890, as to power to recover expenses against a lunatic's estate, p. 717. 53 Vict. c. 5.

“The common law right of the guardians of a union to recover from a pauper six years' maintenance has not been cut down to one year's maintenance by s. 16 of the Poor Law Amendment Act, 1849. Therefore where an infant pauper had become chargeable to a union, the Court ordered an executor of a will, under which the pauper became entitled to a legacy and a share of the residue, to pay to the guardians six years' maintenance expended by them.” (In *re Clabbon*, 20 T. L. R. 712; *Macmorran and Naldrett's Poor Law Orders—Addenda.*)

34 & 35 Vict.
c. 108.

Obtaining Relief by False Statement.—The Pauper Inmates Discharge and Regulation Act, 1871, by s. 7 enacts that “ Any pauper who . . . wilfully gives a false name or makes a false statement for the purpose of obtaining relief, shall be deemed an idle and disorderly person within the meaning of ” 5 Geo. 4, c. 83, s. 3; and the Divided Parishes and Poor Law Amendment Act, 1876, by s. 44 enacts that the word “ pauper ” in the section above quoted “ shall include any person who shall obtain relief by wilfully giving a false name, or making a false statement, and such person may be proceeded against as an idle and disorderly person at any time while he continues to receive such relief.”

45 & 46 Vict.
c. 36.

The Casual Poor Act, 1882, by s. 5, enacts that “ If any person for the purpose of obtaining relief from the rates raised for the relief of the poor, for himself or for any other person, wilfully gives a false name, or makes or uses a false statement to the guardians of any union or any of their officers, he shall be deemed an idle and disorderly person within the meaning of ” s. 3 of the

5 Geo. 4, c. 83. Vagrancy Act, 1824.

Fifthly. They shall read the report of the state of the workhouse or workhouses, examine all books and accounts relative to the relief of the paupers of the union, and give all needful directions concerning the management and discipline of the said workhouse or workhouses, and the providing of furniture and stores and other articles.

See Art. 16 (2) of the General Accounts Order, 1867, as to the use of the “ order check book,” p. 218.

Sixthly. They shall examine the treasurer’s account, and shall when necessary make orders on the overseers or other proper authorities of the several parishes in the union, for providing such sums as may be lawfully required by the guardians on account of the respective parishes.

Seventhly. They shall transact any such business as may not fall within any of the above classes.

As to the Treasurer’s account see Art. 203 (3); and as to orders on the overseers see the order of February 26th, 1866, Arts. 1 and 2, substituted for Arts. 81 and 82 of this order, p. 36.

Purchase of Periodical Publications by Local Authorities at the Expense of the Rates.—In a memorandum, dated June 16th, 1884 (14 Rep. L. G. Bd., p. 21), the Local Government Board say that, having recently consulted the law officers of the Crown upon the point, they are advised “ that if the publications referred to contain information so immediately connected with the discharge of their duties by the local authorities as to be likely to enable them to discharge those duties more efficiently than they could without such publications, the local authorities may legally make the purchase at the cost of the rates.”

Art. 42.—When the guardians have allowed relief in the workhouse to any applicant, a written or printed order for his admission therein, signed by the clerk, shall be forthwith delivered to the applicant, or to any person on his behalf.

See Art. 88 as to the admission of paupers to the workhouse.

Art. 43.—When the guardians have allowed out-door relief in money or kind to any applicant, the particulars of such relief shall be entered, by the proper relieving officer, in a ticket according to Form (K) hereunto annexed, and such ticket shall be delivered by him to the applicant, or to some person on his behalf.

FORM K.—OUT RELIEF TICKET.

_____ Union.

Weekly Relief ordered the _____ day of _____ 18 .

Name.	Money.	Loaves. lb. each.	For what Period.
	Other Articles.		

_____ Signature of Relieving Officer.

Children of Recipients of Out-door Relief must receive Elementary Education.

—By s. 40 of the Elementary Education Act, 1876, “Where relief out of the workhouse is given by the guardians or their order, by way of weekly or other continuing allowance to the parent of any child above the age of five years who has not reached the standard in reading, writing, and arithmetic prescribed by standard three of the code of one thousand eight hundred and seventy-six, or who, for the time being either is prohibited by this Act from being taken into full time employment, or is required by any bye-law under section seventy-four of the Elementary Education Act, 1870, as amended by this Act, to attend school, or to any such child, it shall be a condition for the continuance of such relief that elementary education in reading, writing, and arithmetic shall be provided for such child, and the guardians shall give such further relief (if any) as may be necessary for that purpose.”

39 & 40 Vict.
c. 79.

33 & 34 Vict.
c. 75.

The foregoing enactment was amended by s. 5 of the Elementary Education Act, 1880, which runs thus:—

43 & 44 Vict.
c. 23.

“Notwithstanding anything contained in section 40 of the Elementary Education Act, 1876, a child shall not as a condition of the continuance of relief out of the workhouse being continued to him or his parent, be required to attend school further or otherwise than he is required to attend by a bye-law in force under section 74 of the Elementary Education Act, 1870, as amended by the Elementary Education Act, 1876, and this Act, in the school district in which he is resident: Provided that this section shall not apply where there is no such bye-law in force in the school district.”

33 & 34 Vict.
c. 75.
39 & 40 Vict.
c. 79.

See also the Elementary Education (School Attendance) Act, 1893, ss. 1 and 2, at p. 347.

56 & 57 Vict.
c. 51.

Non-Pauper School Fees.—Section 10 of the Elementary Education Act, 1876, enacts that: “The parent, not being a pauper, of any child who is unable by reason of poverty to pay the ordinary fee for such child at a public elementary school, or any part of such fee, may apply to the guardians having jurisdiction in the parish in which he resides; and it shall be the duty of such guardians, if satisfied of such inability, to pay the said fee, not exceeding threepence a week, or such part thereof as he is, in the opinion of the guardians, so unable

39 & 40 Vict.
c. 79.

to pay. The parent shall not by reason of any payment made under this section be deprived of any franchise, right, or privilege, or be subject to any disability or disqualification. Payment under this section shall not be made on condition of the child attending any public elementary school other than such as may be selected by the parent, nor refused because the child attends or does not attend any particular public elementary school."

54 & 55 Vict.
c. 56.

The Elementary Education Act, 1891, abolished school fees in the case of all schools receiving a fee grant, subject to certain exceptions. The result has been that guardians are now seldom called upon to pay either pauper or non-pauper school fees. The Local Government Board, however, point out in their circular letter of September 17th, 1891, that "the Act does not repeal either section 10 of the Elementary Education Act, 1876, as to the payment of the school fees of children of parents who are not paupers, or section 40 of the same Act relating to relief for the payment of the school fees of pauper children in certain cases where out-door relief is given. The payment of school fees under section 10, or the granting of further relief under section 40 to enable school fees not exceeding 3d. a week to be paid, must not be made or granted on condition of the child attending any public elementary school other than such as may be selected by the parent, nor refused because the child attends, or does not attend, any particular public elementary school. Although, therefore, where a child attends a free school, or is not required to pay a fee at any fee-charging school which he attends, the duty of the guardians under these sections will cease with respect to him, their duty will remain the same as before the passing of the new Act with respect to any child who can only attend the school on payment of a fee."

"Similarly, with regard to any children sent by the guardians from the workhouse to a public elementary school, if such children are no longer required to pay fees, the guardians will not be able to pay fees for them, but they may pay fees for those children who can only attend the school on payment of a fee." (21 *Rep. L. G. Bd.*, 1891-2, p. 93.)

63 & 64 Vict.
c. 53.

Guardians cannot legally subscribe to the enlargement of a public elementary school under 14 & 15 Vict. c. 105, s. 4, as extended by 42 & 43 Vict. c. 54, s. 10 (see p. 742), but by s. 2 of the Elementary Education Act, 1900, "The board of guardians of any poor law union may contribute towards such of the expenses of providing, enlarging or maintaining any public elementary school as are certified by the Board of Education to have been incurred wholly or partly in respect of scholars taught at the school, who are either resident in a workhouse or in an institution to which they have been sent by the guardians from a workhouse, or boarded out by the guardians." Guardians desirous of acting upon this clause should approach the Board of Education. The Local Government Board do not interfere in such cases.

62 & 63 Vict.
c. 32.

See also s. 9 of the Elementary Education (Defective and Epileptic Children) Act, 1899, p. 633.

CONTRACTS OF THE GUARDIANS.

Art. 44.—All contracts to be entered into on behalf of the union relating to the maintenance, clothing, lodging, employment or relief of the poor, or for any other purpose relating to or connected with the general management of the poor, shall be made and entered into by the guardians.

By s. 49 of the Poor Law Amendment Act, 1834, any contract entered into by or on behalf of any parish or union for or relating to the maintenance, etc., of the poor, shall be voidable, and if the Commissioners so direct, shall be null and void if not made conformably with the rules of the Commissioners. 4 & 5 Will. 4,
c. 76.

The statute 55 Geo. 3, c. 137, s. 6, imposes penalties on persons who having the management of the poor are concerned in contracts, etc., whilst in office, and the Poor Law Amendment Act, 1834, by s. 51, extends the penalty so imposed to persons appointed under that Act.

Art. 45.—The guardians shall require tenders to be made in some sealed paper for the supply of all provisions, fuel, clothing, furniture, or other goods or materials, the consumption of which may be estimated, one month with another, to exceed ten pounds per month, and of all provisions, fuel, clothing, furniture, or other goods or materials, the cost of which may be reasonably estimated to exceed fifty pounds in a single sum, and shall purchase the same upon contracts to be entered into after the receipt of such tenders.

See with respect to Arts. 45 to 51 the provisions of the Contracts and Tenders Order, December 31st, 1877, after the latter article.

Art. 46.—Any work or repairs to be executed in the workhouse, or the premises connected with the workhouse, or any fixtures to be put up therein, which may respectively be reasonably estimated to exceed the cost of fifty pounds in one sum, shall be contracted for by the guardians, on sealed tenders, in the manner prescribed in Arts. 45 and 47.

Art. 47.—Notice of the nature and conditions of the contract to be entered into, of the estimated amount of the articles required, of the last day on which tenders will be received, and the day on which the tenders will be opened, shall be given in some newspaper circulating in the union, not less than ten days previous to the last day on which such tenders are to be received; and no tender shall be opened by the clerk, or any guardian, or other person, prior to the day specified in such notice, or otherwise than at a meeting of the said guardians.

By a regulation under rule 1 of Part I. of Schedule I. of the Public Health Act, 1875 (see *ante*, p. 10, "Meetings and Proceedings of Guardians"), guardians may authorise a committee to open tenders. 38 & 39 Vict.
c. 55.

By s. 46 (2) (b) of the Local Government Act, 1894, a person is not disqualified for being elected or being a member or chairman of a board of guardians by reason of being interested in any newspaper in which any advertisement relating to the affairs of the board is inserted. 56 & 57 Vict.
c. 73.

Art. 48.—When any tender is accepted, the party making the tender shall, in pursuance of these regulations, enter into a contract in writing with the guardians, containing the terms, conditions, and stipulations mutually agreed upon, and whenever the guardians

deem it advisable, the party contracting shall find one or more surety or sureties, who shall enter into a bond conditioned for the due performance of the contract, or shall otherwise secure the same.

Art. 49.—Provided always that if, from the peculiar nature of any provisions, fuel, clothing, furniture, goods, materials, or fixtures to be supplied, or of any work or repairs to be executed, it shall appear to the guardians desirable that a specific person or persons be employed to supply or execute the same, without requiring sealed tenders as hereinbefore directed, it shall be lawful for such guardians, with the consent of the Commissioners first obtained, to enter into a contract with the said person or persons, and to require such sureties and securities as are specified in Art. 48.

Art. 50.—Every contract to be hereafter made by any guardians shall contain a stipulation requiring the contractor to send in his bill, or account of the sum due to him for goods or work, on or before some day to be named in the contract.

Art. 51.—The guardians shall fix some day or days, not being more than twenty-one days after the end of each quarter, for the attendance of contractors and tradesmen, or their authorized agents, and the clerk shall notify such day to every contractor or tradesman, to whom money may be due, or to his agent, or he shall, under the direction of the guardians, cause the same to be advertised in some newspaper.

22 & 23 Vict.
c. 49.

The Poor Law (Payment of Debts) Act, 1859, by s. 1, enacts:—"With respect to any debt, claim, or demand which may, after the passing of this Act, be lawfully incurred by or become due from the guardians of any union or parish, . . . such debt, claim or demand shall be paid within the half year in which the same shall have been incurred or become due, or within three months after the expiration of such half year, but not afterwards, the commencement of such half year to be reckoned from the time when the last half year's account shall or ought to have been closed according to the order of the Poor Law Commissioners or Poor Law Board: Provided that the Poor Law Board, by their order, may, if they see fit, extend the time within which such payment shall be made for a period not exceeding twelve months after the date of such debt, claim, or demand."

*Contracts and
Tenders
Order.
Dec. 31st,
1877.*

Art. 1.—Tenders for the supply of goods or materials required by the guardians by advertisement, in pursuance of the Regulations above recited, shall be made in the Form No. 2, in the Schedule A. to this order, or in a form to the like effect; and a statement of the estimated amount of the articles required, of the last day on which tenders will be received, and the day on which the tenders will be opened, shall be made in the Form No. 1, in the same schedule, or in a form to the like effect, and prefixed to the form of tender.

SCHEDULE A.

FORM No. 1.

Union [Parish].

The guardians of the above-named union [parish] being desirous of entering into contracts for the supply of the under-mentioned goods or materials for the use of the workhouse [or of the poor] thereof, during a period of months from the day of instant (or next), and having issued public advertisement of their willingness to receive tenders for the supply of such articles, the following statement of the estimated amount of each article likely to be required during that period, and of the quantity or number of each article consumed during the corresponding period of the preceding year, is furnished for the information of persons proposing to tender.

Goods or Materials required.	Estimated amount likely to be required.	Quantity or Number consumed during months ended at .				
		Cwts.	Galls.	Pounds.		

The last day on which tenders will be received is the of .
The Tenders will be opened on the of .

Clerk to the Guardians.

FORM No. 2.

18 .

To the Guardians of the Poor of the Union [Parish].

I, of , in the county of , hereby contract and agree, on the acceptance of this tender by the said guardians, to supply them, in accordance with the conditions of contract stated below, the goods or materials hereunder named, of the quality or sort and after the rate or price hereunder specified :—

Description of Goods or Materials.	Quality or Sort.	Rate or Price.	Total quantity or number to be supplied (if limited).

CONDITIONS OF CONTRACT.

1. *Period of Contract.*—This contract is to last for months certain from the date hereof, and further until the expiration of months notice of termination given by either party in writing to the other, which notice shall not be given until the said months shall have expired; but in the event of any breach of agreement at any time on the part of the contractor, the contract shall be determinable summarily by the guardians, without compensation to the contractor. The contract may also be put an end to at any time by the Local Government Board, or by the guardians with the consent or by the direction of that Board, upon giving days notice to the contractor.

2. *Quality of Goods or Materials.*—The goods or materials to be supplied under this contract are to be of the quality or sort above mentioned, and in every respect equal and answerable to the patterns or samples sent with the tender, and such as the guardians or their officers duly authorised shall approve.

3. *Delivery of Goods or Materials.*—The goods or materials are to be delivered at the workhouse of the union [parish] or at free of charge to the guardians, and at the contractor's risk, in such quantities or numbers, at such times, and in such manner as the guardians or their officers duly authorised shall from time to time order.

4. *Removal of Rejected Goods or Materials.*—Rejected goods or materials are to be removed by and at the expense of the contractor within seven days after notice shall have been given him of the rejection. If not so taken away, the guardians may cause the goods or materials to be removed, and charge the contractor with all expenses incurred in such removal.

5. *Power to Purchase in Default.*—In case of failure by the contractor to deliver goods or materials demanded from him within the period limited for delivery, or in case of goods or materials delivered by him not being of the stipulated quality, weight, or measure, or in case of goods or materials being delivered without a correct invoice or bill of parcels, in duplicate, the guardians or their officers duly authorised shall have power to reject any such goods or materials and to purchase others instead of any goods or materials so rejected or not delivered, unless the contractor shall himself forthwith supply others that shall be sufficient and satisfactory, and any excess of cost so incurred by the guardians over the contract price, together with all charges and expenses attending the purchase, shall be recoverable by the guardians from the contractor.

6. *Arbitration.*—In the event of a rejection of goods or materials by the guardians or their officers, whereby the contractor may consider himself aggrieved, a re-survey of the goods or materials by an independent person or persons, to be agreed upon or appointed by the respective parties to the contract, will be allowed on written application to the guardians. If the persons so appointed disagree in their judgment, they may refer the question to an umpire, to be appointed by themselves. The expenses of the arbitration shall be paid by the party against whom the decision under this condition shall be given.

7. *Transfer of Contract.*—The contract, or any part, share, or interest in it, is not to be transferred or assigned by the contractor, directly or indirectly, to any person or persons whomsoever without the written consent of the guardians.

8. *Payment for Supplies.*—With every delivery of goods or materials under this contract, invoices or bills of parcels, in duplicate, are to be sent by the

contractor. The duplicate will be returned by the guardians or their officers, with the quantities or numbers received duly noted thereon. The contractor is to send in his account quarterly to the guardians within seven days from the termination of the quarter, with the amount due correctly calculated according to the prices agreed upon; whereupon (after examination of the claim) notice shall be given to him of the day on which he, or his authorised agent, may attend for payment.

9. *Service of Notices.*—Any notice to the contractor shall be deemed to be sufficiently served if given or left in writing at his usual or last place of abode or business.

Signature.

Address by Post.

Witness to the above }
signature. }

Art. 2.—Whenever any such tender is accepted by the guardians, the fact of such acceptance shall be attested under the common seal of the guardians and the signature of their clerk, in the Form No. 3, in the said Schedule A., or in a form to the like effect; and the acceptance so attested, together with the tender comprising the “conditions of contract,” made in accordance with Article 1 of this order, and duly executed, shall constitute the contract referred to in the regulations above recited.

FORM No. 3.

The guardians of the poor of the union [parish] hereby accept the foregoing tender, in accordance with the conditions of contract hereunto annexed, and undertake to pay after the rate or price therein specified for the goods or materials duly supplied. In witness whereof the common seal of the said guardians has been affixed hereto, this day of .

(*Common Seal of the Guardians*).

Clerk to the Guardians.

Art. 3.—The bond to be given in pursuance of the regulations above recited shall be in the Form No. 4, in the Schedule A. to this order, or in a form to the like effect.

FORM No. 4.

FORM OF BOND.

Know all men by these presents, that we are jointly and severally held and firmly bound to the guardians of the poor of the union [parish], in the count of , in the sum of pounds, of good and lawful money of Great Britain, to be paid to the said guardians, or their certain attorney, successors, or assigns, for which payment to be well and truly made, we bind ourselves and any two of us jointly, and each of us bindeth himself severally, our and each and every of our heirs, executors, and administrators, and every of them, firmly by these presents. Sealed with our respective seals, and dated this day of in the year of our Lord One thousand eight hundred and .

Whereas the above-named hath by a certain contract, bearing even date with the above-written obligation, and made between him of the one part, and the above-named guardians of the other part, contracted to supply the goods or materials therein mentioned, as on reference to the said contract will more fully appear.

Now the condition of the above-written obligation is such, that if the above-named contractor, his executors, or administrators, do and shall well and truly perform, fulfil and keep all and every the covenants, clauses, provisoes, terms, and stipulations in the said recited contract contained, and on his and their part to be observed, performed, fulfilled, and kept according to the true intent and meaning thereof, then the above-written obligation shall be void, but otherwise shall remain in full force.

<i>Signed, sealed, and delivered</i>	}	(SEAL.)
by in the		
presence of		
<i>Signed, sealed, and delivered</i>	}	(SEAL.)
by in the		
presence of		
<i>Signed, sealed, and delivered</i>	}	(SEAL.)
by in the		
presence of		

Art. 4.—The forms above referred to shall be provided by the guardians, and supplied by their clerk to any person requiring them.

APPRENTICESHIP OF PAUPER CHILDREN.

PARTIES.

*Consolidated
General
Order—
continued.*

Art. 52.—No child under the age of nine years, and no child (other than a deaf and dumb child) who cannot read and write his own name, shall be bound apprentice by the guardians.

The Commissioners call attention to the fact “that the apprenticeship is a species of relief, and consequently can only be given subject to the regulations which may exist in any particular union or parish, with regard to the relief in such union or parish generally.” (11 *Rep. P. L. Comrs.*, 1845, p. 97.)

By the general order of February 15th, 1898, the Local Government Board provide that they may assent to a departure from any of their regulations with regard to the apprenticeship of pauper children in any case where it may seem to them necessary or expedient.

By the Poor Law Amendment Act, 1844, s. 12, the indentures of apprenticeship are to be executed by the guardians, and do “not need to be allowed, assented to or executed by any justice or justices of the peace.”

By the same clause the guardians must cause their clerk to register all apprentices bound or assigned by them according to the form prescribed by 42 Geo. 3, c. 46, so far as the same may be applicable to such binding or assignment.

FORM OF THE REGISTER.

Number.	Date of Indenture.	Name of the Apprentice.	Sex.	Age.	His or her Parents' Names.	Their Residence.	Name of Persons to whom bound or assigned as the case may be.	His or her Trade.	His or her Residence.	Term of the Apprenticeship or Assignment.	Apprenticeship or Assignment Fee.	Overseers Parties to the Indenture or Assignment.	Magistrates Assenting.
													(To be signed by themselves.)

Art. 53.—No child shall be so bound to a person who is not a housekeeper, or assessed to the poor rate in his own name ;

Or who is a journeyman, or a person not carrying on trade or business on his own account ;

Or who is under the age of twenty-one ;

Or who is a married woman.

By 18 Geo. 3, c. 47, no child apprenticed under 43 Eliz. shall be bound for a longer term than till such child shall come to the age of twenty-one years.

THE PREMIUM.

Art. 54.—No premium, other than clothing for the apprentice, shall be given upon the binding of any person above the age of sixteen years, unless such person be maimed, deformed, or suffering from some permanent bodily infirmity, such as may render him unfit for certain trades or sorts of work.

Art. 55.—Where any premium is given, it shall in part consist of clothes supplied to the apprentice at the commencement of the binding and in part of money, one moiety whereof shall be paid to the master at the binding, and the residue at the termination of the first year of the binding.

The Local Government Board consider that the grant of tools to an apprentice does not contravene Art. 3 of the Outdoor Relief Regulation Order, but is a departure from the Consolidated General Order, and must be assented to under the order of February 15th, 1898. (See p. 28.)

TERM.

Art. 56.—No apprentice shall be bound by the guardians for more than eight years.

CONSENT.

Art. 57.—No person above fourteen years of age shall be so bound without his consent.

And no child under the age of sixteen years shall be so bound without the consent of the father of such child; or if the father be dead, or be disqualified to give such consent as hereinafter provided, or if such child be a bastard, without the consent of the mother, if living, of such child.

Provided that where such parent is transported beyond the seas, or is in custody of the law, having been convicted of some felony, or for the space of six calendar months before the time of executing the indenture has deserted such child, or for such space of time has been in the service of her Majesty *or of the East India Company* in any place out of the United Kingdom, such parent, if the father, shall be deemed to be disqualified as hereinbefore stated; and if it be the mother, no such consent shall be required.

The words in italics are no longer applicable.

PLACE OF SERVICE.

Art. 58.—No child shall be bound to a master whose place of business, whereat the child is to work and live, is distant more than thirty miles from the place in which the child is residing at the time of the proposed binding, or at the time of his being sent on trial to such master;

Unless in any particular case the Commissioners shall, on application to them, otherwise permit.

By Art. 74 this order does not apply to the apprenticing of poor children to the sea service.

PRELIMINARIES OF THE BINDING.

Art. 59.—If the child whom it is proposed to bind apprentice be in the workhouse, and under the age of fourteen years, the guardians shall require a certificate in writing from the medical officer of the workhouse as to the fitness in regard to bodily health and strength of such child to be bound apprentice to the proposed trade, and shall also ascertain from the master of the workhouse the capacity of the child for such binding in other respects.

Art. 60.—If the child be not in the workhouse, but in the union by the guardians of which it is proposed that he shall be bound, the relieving officer of the district in which the child is residing shall examine into the circumstances of the case, the condition of the child, and of his parents, if any, and the residence of the proposed master, the nature of his trade, the number of other

apprentices, if any, then bound to him, and generally as to the fitness of the particular binding, and shall report the result of his inquiry to the guardians.

Art. 61.—If in any case within Art. 60 the guardians think proper to proceed with the binding, they shall, when the child is under the age of fourteen years, direct the relieving officer to take the child to the medical officer of the district, to be examined as to his fitness in respect to bodily health and strength for the proposed trade or business; and such medical officer shall certify in writing, according to his judgment in the matter, which certificate shall be produced by the said relieving officer to the next meeting of the guardians.

Art. 62.—If the child be not residing within the union, the guardians who propose to bind him shall not proceed to do so unless they receive such a report as is required in Art. 60 from the relieving officer of the district in which such child is residing, and a certificate from some medical man practising in the neighbourhood of the child's residence to the effect required in Art. 61.

Art. 63.—When it is proposed to give a premium other than clothing upon the binding of any person above the age of sixteen years, the guardians shall require a certificate in writing from some medical practitioner, certifying that the person is maimed, deformed, or disabled, to the extent specified in such article [Art. 54], and shall cause a copy of such certificate to be entered on their minutes before they proceed to execute the indenture.

Art. 64.—When such certificate, as is required by Arts. 59, 61, 62, and 63, is received, or in case, from the age of the child, no such certificate is required, the guardians shall direct that the child and the proposed master, or some person on his behalf, and, in case the child be under the age of sixteen, that the parent or person in whose custody such child shall be then living, attend some meeting of the board to be then appointed.

Art. 65.—At such meeting, if such parties appear, the guardians shall examine into the circumstances of the case; and if, after making all due inquiries, and hearing the objections (if any be made) on the part of the relatives or friends of such child, they deem it proper that the binding be effected, they may forthwith cause the indenture to be prepared, and, if the master be present, to be executed; but if he be not present, they shall cause the same to be transmitted to him for execution; and when executed by him, and returned to the guardians, the same shall be executed by the latter, and shall be signed by the child, as provided in Art. 67.

Art. 66.—If the proposed master reside out of the union, but in some other union or parish under a board of guardians,

whether formed under the provisions of the first recited Act [4 & 5 Will. 4, c. 76], or of the Act of the twenty-second year of the reign of King George the Third, intituled "An Act for the better Relief and Employment of the Poor," or of any local Act, the guardians shall, before proceeding to effect the binding, communicate in writing the proposal to the guardians of such other union or parish, and request to be informed whether such binding is open to any objection; and if no objection be reported by such guardians within the space of one calendar month, or if the objection does not appear to the guardians proposing to bind the child to be sufficient to prevent the binding, the same may be proceeded with; and when the indenture shall have been executed, the clerk to the guardians who executed the same shall send notice thereof in writing to the guardians of the union or parish wherein the said apprentice is to reside.

"All the Gilbert's unions formed under 22 Geo. 3, c. 83 (now repealed) have been dissolved, and the parishes of which they were composed dealt with under 4 & 5 Will. 4, c. 76, and respectively placed in unions." (*Glen's Poor Law Orders*, 11th ed., p. 248.)

INDENTURE.

Art. 67.—The indenture shall be executed in duplicate by the master and the guardians, and shall not be valid unless signed by the proposed apprentice with his name, or, if deaf and dumb, with his mark, in the presence of the said guardians; and the consent of the parent, where requisite, shall be testified by such parent signing with his name or mark, to be properly attested, at the foot of the said indenture; and where such consent is dispensed with under Art. 57, the cause of such dispensation shall be stated at the foot of the indenture by the clerk.

Art. 68.—The name of the place or places at which the apprentice is to work and live shall be inserted in the indenture.

Art. 69.—One part of such indenture, when executed, shall be kept by the guardians; the other shall be delivered to the master.

DUTIES OF THE MASTER OF A PAUPER APPRENTICE.

Art. 70.—And we do hereby prescribe the duties of the master to whom such poor child may be apprenticed, and the terms and conditions to be inserted in the said indenture to be as follows:—

- No. 1. The master shall teach the child the trade, business, or employment set forth in the indenture, unless the guardians authorise the substitution of another trade, business, or employment.
- No. 2. He shall maintain the said child with proper food and nourishment.
- No. 3. He shall provide a proper lodging for the said child.

No. 4. He shall supply the said child with proper clothing during the term of the binding, together with the necessary provision of linen.

No. 5. He shall, in case the said child be affected with any disease or sickness, or meet with any accident, procure, at his own cost, adequate medical or surgical assistance, from some duly qualified medical man, for such child.

No. 6. He shall, once at least on every Sunday, cause the child to attend some place of divine worship, if there be any such within a reasonable distance, according to the religious persuasion in which the child has been brought up, so, however, that no child shall be required by the master to attend any place of worship to which his parents, or surviving parent, may object, nor, when he shall be above the age of sixteen, any place to which he may himself object.

[See ss. 16 to 22 of the Poor Law Amendment Act, 1868, as to the keeping of a creed register in workhouses and schools, p. 737. Also the creed register order after Art. 208 (1) of this order.] 31 & 32 Vict. c. 122.

No. 7. Where such parents or parent or next of kin desire it, he shall allow the said child to attend any Sunday or other school, which shall be situated within the same parish, or within two miles distance from his residence, on every Sunday; and if there be no such school which such child can attend, he shall, at some reasonable hour on every Sunday, allow any minister of the religious persuasion of the child to have access to such child for the purpose of imparting religious instruction.

No. 8. Where the apprentice continues bound after the age of seventeen years, the master shall, in every case, where the guardians require him so to do, pay to such apprentice, for and in respect of every week that he duly and properly serves the said master, as a remuneration, a sum to be inserted in the indenture, or to be agreed upon by the guardians and the said master when that time arrives, or, if they cannot agree, to be settled by some person to be then chosen by the said master and such guardians, and, until such sum be agreed upon or settled, not less than one-fourth of the amount then commonly paid as wages to journeymen in the said trade, business, or employment.

No. 9. The master shall, himself or by his agent, produce the apprentice to the guardians by whom such apprentice was bound at their ordinary meeting next preceding the end of the first year of the binding, and before the receipt of the remainder of the premium, if any be due, and shall in like manner produce the said apprentice at some one of their ordinary meetings, to be held at or about the middle of the term, and whenever afterwards required to do so by the said guardians: Provided that if the apprentice reside out of the union by the guardians whereof he was bound, the apprentice shall be produced, as hereinbefore directed, to the guardians of the union or parish, as described in Art. 66, in which the apprentice may be residing.

No. 10. The master shall not cause the said apprentice to work or live more than ten miles from the place or places mentioned in the indenture, according to Art. 68, without the leave of the guardians so binding him, to be given under their common seal: Provided that such guardians may in such licence so to be given under their common seal, by express words to that effect, if they think fit, authorise the master at any time during the residue of the term of the apprenticeship, to change the place of the abode or service of the apprentice, without any further application to them or their successors.

Art. 71.—These duties of the master set forth in Art. 70 shall be enforced by covenants and conditions to be inserted in the indenture to be executed by him.

Art. 72.—The master shall also covenant, under a penalty to be specified in the covenant, not to assign or cancel the indenture, without the consent of the guardians under their common seal, previously obtained, and to pay to the said guardians all costs and expenses that they may incur in consequence of the said apprentice not being supplied with medical or surgical assistance by the master, in case the same shall be at any time requisite.

32 Geo. 3,
c. 57.

By s. 7 of the Parish Apprentices Act, 1792, masters, where the sum given with a parish apprentice does not exceed £5, may, with the consent of two justices, assign such apprentice to any person who is willing to take such apprentice for the residue of the term mentioned in the indenture of apprenticeship; and, by s. 8, two justices may discharge apprentices whose masters cannot employ or maintain them.

Art. 73.—The indenture shall be made subject to the following provisos:—

No. 1. That if the master take the benefit of any Act for the relief of insolvent debtors or be discharged under any such Act, such indenture shall forthwith become of no further force or effect.

No. 2. That if, on a conviction for a breach of any one of the aforesaid covenants and conditions before a justice of the peace, the guardians who may be parties to the said indenture declare by a resolution that the indenture is determined, and transmit a copy of such resolution, under the hand of their clerk, by the post or otherwise, to the said master, such indenture shall, except in respect of all rights and liabilities then accrued, forthwith become of no further force or effect.

Art. 74.—Nothing contained in this order shall apply to the apprenticing of poor children to the sea service.

57 & 58 Vict
c. 60.

Apprenticeship to the sea service is now regulated by the Merchant Shipping Act, 1894, ss. 105–109, and apprenticeship to the sea fishing service by the same Act, ss. 392–398. See also the circular of the Local Government Board of March 2, 1895. (*25 Rep. p. 118.*)

39 & 40 Vict.
c. 61.

The Divided Parishes and Poor Law Amendment Act, 1876, provides, by s. 28, that “If any boy not already an apprentice in the merchant service who, or whose parent or parents, shall be receiving relief in any union or parish, be desirous of serving in the naval service of Her Majesty, and be forwarded for approval by competent authority for such service, the guardians of the poor of such union or parish may enable any such boy to be so forwarded, and may pay out of their funds such sum, if any, as may be required by the regulations of such service for providing outfit or otherwise, and also such expenses as may be necessary to be incurred for the conveyance of such boy in charge of a proper person to and from the port or place in the United Kingdom at which he may be required to attend for examination, and, if accepted, for entry into such service.”

[Guardians
may forward
boys for
examination
for the naval
service.]

MODE OF OBTAINING MEDICAL RELIEF BY PERMANENT PAUPERS.

Art. 75.—The guardians shall, once at least in every year, cause to be prepared by the clerk or relieving officers, a list of all such aged and infirm persons and persons permanently sick or disabled as may be actually receiving relief from such guardians, and residing within the district of each medical officer of the union, and shall from time to time furnish to each district medical officer a copy of the list aforesaid.

Art. 76.—Every person whose name is inserted in such list shall receive a ticket in the form (L.) hereunto annexed, and shall be entitled, on the exhibition of such ticket to the medical officer of his district, to obtain such advice, attendance, and medicines as his case may require, in the same manner as if he had received an order from the guardians; and such ticket shall remain in force for the time specified therein, unless such person shall cease to be in the receipt of relief before the expiration of such time.

FORM L.—TICKET FOR PERMANENT MEDICAL LIST.

_____ Union.
Date _____
Good until the _____ day of _____ 18 _____.
Name of Pauper _____
Residence of Pauper _____
Name of Medical Officer _____
Residence _____
Usual hour at which he is at home _____

RELIEF OF NON-SETTLED AND NON-RESIDENT POOR.

Art. 77.—If any board of guardians undertake to administer relief allowed to a non-settled pauper living within the union for which they act, on behalf of the officers, or of the board of guardians, of the parish or union in which such pauper is deemed to be settled, every such undertaking shall be made in conformity with the rules and regulations of the Commissioners in force at the time.

For definition of non-resident and non-settled poor, see Arts. 230 and 231.

These Articles, 77-80, merely require that when one board of guardians employs the agency of another board of guardians in the administration of relief to a non-resident pauper, certain rules shall be adhered to. It is optional with the board of guardians granting the relief to employ such agency, and with the board of guardians of the union where the pauper resides whether

they will act in the capacity of agents, and direct their officers to administer the relief; but "It is always to be remembered that no undertaking to give relief to a pauper residing at a distance has any legal effect in lessening the obligation cast by law upon the guardians and officers of the spot where the pauper dwells or becomes destitute. The board of guardians at a distance may incur a moral responsibility, by promising to provide for a case, and may transmit from time to time the means of subsistence, but if by neglect or error, or speculation, those means fail, or owing to any change of circumstances become insufficient, it is on the authorities at the place where the pauper is that the weight of legal responsibility will fall." (*Circ. Letter, December 21st, 1844, 11 Rep. P. L. Comrs., pp. 70-1.*)

Art. 78.—No money shall be transmitted to any guardians or to any officer of a parish or union, to be applied to the relief of any non-resident pauper, except in conformity with the provisions of this order.

Art. 79.—No money shall be paid on account of any non-resident pauper to the guardians or to the officer of any union or parish in which the relief is administered by a board of guardians, except in one of the three following ways:—

No. 1. By post-office order payable to the treasurer of the union or parish to the account of which the money is to be paid, or to the banker of such treasurer.

No. 2. By cheque or order payable to the treasurer of such parish or union or to his order.

No. 3. By cheque payable to bearer (where the same may lawfully be drawn), and crossed as payable through the treasurer of such parish or union, or his banker, or through the agent of such treasurer or banker; and every such cheque shall be so crossed by the clerk before it is signed by the presiding chairman.

The form prescribed by the order of April 7th, 1857, see after Art. 84, *post*, contemplates cheques being drawn to order only.

Art. 80.—Every account for relief duly administered to non-resident poor shall be discharged by the guardians within two calendar months from the receipt of such account, by the transmission of the amount due, in one of the modes prescribed in Art. 79.

See Art. 202, No. 9.

ORDERS FOR CONTRIBUTIONS AND PAYMENTS.

Arts. 81 and 82.

These articles are rescinded by the order of the Poor Law Board, February 26th, 1866, issued by reason of the passing of the Union Chargeability Act, 1865.

The substituted provisions are as follows:—

Art. 1.—The clerk shall, as soon as convenient before the 25th day of March next, and thenceforth four weeks at least before

the 29th day of September and the 25th day of March respectively in each year, estimate the probable amount of the expenditure in the relief of the poor, and other charges by the guardians on behalf of the union, as well as any separate expenditure chargeable against any parish therein during the then next ensuing half-year, and estimate the probable balance due to or from each parish at the end of the current half-year, and shall apportion the sums to be contributed by the several parishes comprised in the union, according to the law for the time being in force therein; and shall prepare the orders on the overseers or other proper authorities of the several parishes for the payment of such respective contributions, and of any such separate expenditure as aforesaid, and the orders so prepared shall be laid before the guardians for their consideration a reasonable time before the expiration of the current half-year.

Art. 2.—The guardians shall make orders on the overseers or other proper authorities of every parish in the union at the commencement of each half-year ending on the days above mentioned, and from time to time as occasion may arise, for the payment to the guardians of all such sums as may be required by them as the contribution of the parish to the common fund of the union, and for any other expenses separately chargeable to the guardians on the parish; and in such orders the contributions shall be directed to be paid in one sum or by instalments, on days to be specified in such orders, as to the guardians may seem fit.

Receipts given by the treasurers of boards of guardians, on the payment to them by overseers of the poor of contributions ordered by the guardians, are in the opinion of the Commissioners of Inland Revenue exempt from stamp duty. (*Circ.*, March 24th, 1854, 7 *Rep. P. L. Bd.*, p. 16.)

The collector of the guardians is to serve the orders of contributions upon the overseers when required by the guardians to do so. See order of October 7th, 1865, Art. 4, No. 2, at p. 185.

Art. 83.—Every such order shall be made according to the Form (M.) hereunto annexed. It shall be signed by the presiding chairman of the meeting, and two other guardians present thereat, and shall be countersigned by the clerk.

*Consolidated
General
Order—con-
tinued.*

The following form is substituted for Form (M.) by Art. 5 of the order of 26 Feb., 1866.

ORDER FOR CONTRIBUTIONS.

To *A. B.* and *C. D.*, Overseers (or*) of the Parish of .

You are hereby ordered and directed to pay to *E. G.*, of , Treasurer of the guardians of the poor of the union, at , on the day of , the sum of pounds shillings and pence

[or on the following days, that is to say, on the _____ day of _____ the sum of _____ pounds _____ shillings and _____ pence; and on the day of _____, the sum of _____ pounds _____ shillings and _____ pence], from the poor rates of the parish of _____, as the contribution of the Parish to the common fund of the union, and for such other expenses as are chargeable by the said guardians on the said parish separately, and to take the receipt of the said *F. G.* indorsed upon this paper, for the said sum [or sums].

Given under our hands, at a meeting of the guardians of the poor of the said _____ Union, held on the _____ day of _____, 18 _____.

(Signed) _____ *X. Y.* Presiding Chairman.

_____ *W. X.* } Guardians.
_____ *U. V.* }

_____ } Countersignature
_____ } of the Clerk to the Guardians.

* Here insert the name of any parties in the parish authorised to make the poor rate in place of the overseers.

Art. 84.—The guardians shall pay every sum greater than five pounds by an order which shall be drawn upon the treasurer of the union, and shall be signed by the presiding chairman and two other guardians at a meeting, and shall be countersigned by the clerk.

See Arts. 202 (b), 219 and 220.

*Orders of
Guardians
upon
Treasurer
Order.
April 7th,
1857.*

Art. 1. . . . Every order which shall be drawn by the said guardians of the several unions, parishes, and townships [named in the schedules], for a sum greater than five pounds, upon their respective treasurers, shall, from and after the twenty-fourth day of June next, be in the following form, that is to say:—

_____ (Place of Meeting.)	_____ (Date.)
To <i>A. B.</i> , treasurer of the guardians of the poor of the _____ Union [Parish or Township], in the county of _____, at _____.	
Pay to <i>C. D.</i> , or order, the sum of _____ pounds _____ shillings and _____ pence, and charge the same to the account of the said guardians.	
(Signed)	
_____	<i>Presiding Chairman.</i>
_____	} <i>Guardians of the Poor of</i> <i>the said Union [Parish</i> <i>or Township].</i>

Countersigned by _____.	
<i>Clerk to the said guardians.</i>	

N.B.—The guardians request that this order may be presented for payment within fourteen days from the date hereof, to the treasurer at his house or usual place of business, and within the usual hours of business.

"As this instrument will be made under an order of this Board, and therefore in pursuance of the statute 4 & 5 Will. 4, c. 76, it will, when issued by the board of guardians, be exempt from stamp duty." (10 *Rep. P. L. Bd.*, 1857, p. 31.)

In some instances orders have been issued fixing a higher limit than five pounds for the purposes of this article so far as concerned the payment of salaries.

Art. 2.—And we do hereby order the treasurer of the said guardians to pay out of the monies for the time being in his hands belonging to them, all orders for money which shall be drawn upon him in the above form, when the same shall be presented at his house or usual place of business, and within the usual hours of business.

See Art. III. of the order of the Local Government Board of November 28th, 1903, which provides that (1) "Every order issued by the Poor Law Commissioners, the Poor Law Board, or by us, prescribing a form of order to be drawn by the poor law authority upon their treasurer for the payment of money, shall, where the poor law authority by a resolution so determine, have effect as if any request that an order drawn, upon the treasurer may be presented to the treasurer at his house, were omitted from the said form." (2) "In other respects the form of order to be drawn by the poor law authority upon their treasurer, and the provisions of any order prescribing or referring to the said form or the use thereof, shall be subject to such departure or alteration as in the circumstances of any particular case we may from time to time approve or direct."

The order will be found at p. 529.

Art. 85.—The guardians shall examine at their board, or shall cause to be examined by some committee or guardian authorised by them for the purpose, every bill exceeding in amount one pound (except the salaries of officers) brought against the union; and when any such bill has been allowed by the board, or by such committee or guardian, a note of the allowance thereof shall be made on the face of the bill before the amount is paid.

*Consolidated
General
Order—con-
tinued.*

CUSTODY OF BONDS.

Art. 86.—The guardians shall provide for the safe custody of all bonds given in pursuance of the regulations of the Commissioners, so always that no bond given by any person shall remain in the custody of such person himself.

Bonds given in pursuance of the regulations of the Commissioners are by 4 & 5 Will. 4, c. 76, s. 86, exempt from stamp duty.

Art. 87.—The guardians shall, at the audit next after the twenty-fifth day of March in every year, cause every person having the custody of bonds given by any officer of the union to produce such bonds to the auditor for his inspection.

See Arts. 184-186; also the article substituted for Art. 51 of the general order for accounts, January 14th, 1867, p. 265.

If, as is usual, the clerk has the custody of the bonds, other than his own, it is his duty under Art. 202, No. 2, to produce them to the auditor, to whom also the treasurer is to submit the bonds of any officers which may be in his custody (Art. 203, No. 5).

GOVERNMENT OF THE WORKHOUSE.

See Art. 152: "We do declare that, subject to the rules and regulations herein contained, the guidance, government, and control of every workhouse, and of the officers, servants, assistants and paupers within such workhouse, shall be exercised by the guardians of the union."

A circular letter from the Local Government Board, dated January 29th, 1895, on "Workhouse Administration," will be found at p. 547.

7 & 8 Vict.
c. 101.

By s. 56 of the Poor Law Amendment Act, 1844, the workhouse for all purposes of relief, settlement and removal, and for the burial of the poor, is to be considered as situated in the parish to which the person relieved, or removed, or whose body is to be buried, is or has been chargeable. But by s. 10 of the Union Chargeability Act, 1865, "For the purposes of the burial of any poor person dying in the workhouse of any union, such workhouse shall be considered as situated in the parish in the union where such poor person resided last previously to his removal to the workhouse."

28 & 29 Vict.
c. 79.

ADMISSION OF PAUPERS.

Arts. 88-96 do not apply to casual paupers.

Art. 88.—Every pauper who shall be admitted into the workhouse, either upon his first or any subsequent admission, shall be admitted in some one of the following modes only; that is to say—

By a written or printed order of the board of guardians signed by their clerk, according to Art. 42.

By a provisional written or printed order, signed by a relieving officer or an overseer.

An order given by a relieving officer or an overseer is termed provisional because, by Art. 90, the admission is to be reported to the guardians at their next ordinary meeting for confirmation or the reverse.

By the master of the workhouse (or, during his absence or inability to act, by the matron), without any order, in any case of sudden or urgent necessity.

If the master and matron be both absent it is the duty of the porter to place in the receiving ward, until the master or matron return, all paupers who apply or present themselves for admission in conformity with Art. 88 (Art. 214 (3)).

Provided that the master may admit any pauper delivered at the workhouse under an order of removal to a parish in the union.

By s. 7 of the Poor Law Removal Act, 1846, a pauper may be delivered at the workhouse under an order of removal. See also 25 & 26 Vict. c. 113, as to removals to England from Scotland. 9 & 10 Vict. c. 66.

Under s. 19 of the Industrial Schools Act, 1866, a child may, by order of two justices or a magistrate, be remanded to a workhouse for not more than seven days, while inquiry is being made respecting the child, or respecting a school to which he may be sent. See p. 676. 29 & 30 Vict. c. 118.

As to the admission to a workhouse of paupers of unsound mind, see the Lunacy Act, 1890, ss. 20, 21, 24, etc., pp. 694 *et seq.* 53 Vict. c. 5.

As to the admission of lunatic soldiers and their families, see s. 91 of the Army Act, 1881, as amended by subsequent Acts (p. 696). The section is applied to lunatic seamen by s. 3 of the Naval Enlistment Act, 1884. 44 & 45 Vict. c. 58.

As to the power of a constable to take a child, and the power of magistrates to authorise a child's being taken to a workhouse as a place of safety, and the duty of guardians to provide for the reception of children brought to a workhouse in pursuance of the Act, see the Prevention of Cruelty to Children Act, 1904, ss. 5 and 10, etc., at p. 651. 47 & 48 Vict. c. 46.

Under the Infant Life Protection Act, 1897, the master of a workhouse is to receive into the workhouse any child brought there under an order in pursuance of either s. 5 or s. 7 of the Act, and such child is to be maintained in the workhouse until it can be otherwise lawfully disposed of. See p. 680. 4 Edw. 7, c. 15.

"It is to be observed, generally, with respect to all persons who may apply for admission into the workhouse under circumstances of urgent necessity, that their destitution, coupled with the fact of their being within the union or parish, entitles them to relief; and that their title to relief is altogether independent of their settlement (if they have one), which is a matter for subsequent inquiry." (8 Rep. P. L. Comrs., 1842, p. 107.) 60 & 61 Vict. c. 57.

Art. 89.—No pauper shall be admitted under any written or printed order as mentioned in Art. 88, if the same bear date more than six days before the pauper presents it at the workhouse.

Art. 90.—If a pauper be admitted otherwise than by an order of the board of guardians, the admission of such pauper shall be brought before the board of guardians at their next ordinary meeting, who shall decide on the propriety of the pauper's continuing in the workhouse or otherwise, and make an order accordingly.

"It is certain that the board of guardians possess the power of discharging from the workhouse, and refusing all other relief to any pauper whom they may consider capable of supporting himself. The Commissioners, however, believe that, if the workhouse be properly regulated, persons who are not destitute will, in general, be unwilling to remain in it. They, therefore, think that the power of discharging from the workhouse should be exercised with the utmost caution; and in general only in cases where a pauper can be proceeded against criminally, under the Vagrant Act [5 Geo. 4, c. 83], for neglecting to maintain himself or his family." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 107.*)

The Local Government Board say they are not aware of any statutory provision on the subject, but that it appears to them that the guardians undoubtedly possess the power of ordering the discharge from the workhouse

at any time of any inmate who in their opinion no longer needs relief therein, and of directing the use of such force as may be necessary for executing their order.

Art. 91.—As soon as the pauper is admitted, he shall be placed in some room to be appropriated to the reception of paupers on admission, and shall then be examined by the medical officer.

See also Art. 94.

“ . . . it will be the duty of the guardians and the master to see that the receiving wards are kept in proper order, and that no unnecessary delay in the examination of the paupers in the receiving wards occurs on the part of the medical officer.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 107.*)

Art. 10 of the Dietaries and Accounts Order of October 10th, 1900 (p. 497) makes it the duty of the medical officer of the workhouse, for the purposes of classification under the order, “to examine each inmate as to his or her physical condition and fitness for employment, on the admission of such inmate, . . . and to certify the result of such examination in the workhouse medical officer’s report book.”

Art. 92.—If the medical officer, upon such examination, pronounce the pauper to be labouring under any disease of body or mind, the pauper shall be placed in the sick ward, or in such other ward as the medical officer shall direct.

“It is the duty of the master, under the direction of the medical officer, to separate from the other inmates any pauper patient labouring under an infectious or contagious disease, for the purpose of preventing such disease from spreading; and in case of necessity he would be authorised in confining such patient in a separate apartment or sick ward, and preventing all intercourse between him and the other patients.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., pp. 108, 109.*)

As to the power of detaining in the workhouse a person suffering from delirium tremens, or from bodily disease of an infectious or contagious character, see note to Art. 115.

In the case, however, of the more serious infectious diseases, the Local Government Board consider the most convenient course to be that the guardians should enter into arrangements with the sanitary authorities for the admission into the hospitals provided by them of pauper patients suffering from such diseases, and that they should not be admitted into or retained in the workhouse.

Art. 93.—If the medical officer pronounce the pauper to be free from any such disease, the pauper shall be placed in the part of the workhouse assigned to the class to which he may belong.

See Art. 98.

Art. 94.—No pauper shall be detained in a receiving ward for a longer time than is necessary for carrying into effect the regulations in Arts. 91, 92, and 93, if there be room in the proper ward for his reception.

Art. 95.—Before being removed from the receiving ward, the pauper shall be thoroughly cleansed, and shall be clothed in a workhouse dress, and the clothes which he wore at the time of his admission shall be purified and deposited in a place appropriated for that purpose, with the pauper's name affixed thereto. Such clothes shall be restored to the pauper when he leaves the workhouse.

As to the dress, see Art. 110.

Rules for the bathing of insane paupers will be found at p. 532, and for the bathing of inmates in general, at p. 538.

Art. 96.—Every pauper shall, upon his admission into the workhouse, be searched by or under the inspection of the proper officer, and all articles prohibited by any Act of Parliament, or by this order, which may be found upon his person, shall be taken from him, and, so far as may be proper, restored to him at his departure from the workhouse.

See also Arts. 208 (2), 210 (2), and 214 (5).

“The search will naturally be made at the time when the pauper's clothes are changed [under Art. 95]. The adult male paupers ought to be searched by the porter; the female paupers and the children ought to be searched by the matron or by some female servant under her direction.”

“The following are examples of prohibited articles, viz. :—

1. Spirituous or fermented liquors (Poor Law Amendment Act, [1834], ss. 91–94).
2. Articles of food not allowed by the dietary.
3. Letters or printed papers having an improper tendency [Art. 119].
4. Cards or dice [Art. 120].
5. Matches or highly combustible articles” [Art. 121].

(*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., pp. 107, 108.*)

As to a pauper having money, etc., in his possession, see note to Art. 41, Fourthly.

By s. 10 of the Poor Law Amendment Act, 1848, “Every person who shall apply for relief at any workhouse, or to any relieving officer or overseer, having at the time of such application in his possession and under his immediate control any money or other property, of which on inquiry made by the guardians or their officers, or by overseers, he shall not make correct and complete disclosure, shall be taken to be an idle and disorderly person within the meaning of” 5 Geo. 4, c. 83, ss. 6, 8, “and shall be punishable and dealt with in all respects and with the like proceedings as idle and disorderly persons under the said Act.” 11 & 12 Vict. c. 110.

See also Art. 5 of the general order of December 18th, 1882 (regulations with respect to casual paupers), p. 274.

Art. 97.—

Provided always that the regulations respecting the admission, clothing, and searching of paupers shall not apply to any casual poor wayfarer, unless the guardians shall so direct, or unless he

is compelled to remain in the workhouse from illness or other sufficient cause, in which case he shall be admitted regularly as an inmate.

This article was rescinded by the order of November 22nd, 1871, which was itself rescinded by the order of December 18th, 1882 (see p. 273), except so far as it rescinded other orders.

CLASSIFICATION OF THE PAUPERS.

Art. 98.—The paupers, so far as the workhouse admits thereof, shall be classed as follows:—

Class 1. Men infirm through age or any other cause.

Class 2. Able-bodied men, and youths above the age of fifteen years.

Class 3. Boys above the age of seven years, and under that of fifteen.

Class 4. Women infirm through age or any other cause.

Class 5. Able-bodied women, and girls above the age of fifteen years.

Class 6. Girls above the age of seven years, and under that of fifteen.

Class 7. Children under seven years of age.

To each class shall be assigned that ward or separate building and yard which may be best fitted for the reception of such class, and each class of paupers shall remain therein, without communication with those of any other class.

Art. 99.—Provided—

Firstly. That the guardians shall from time to time, after consulting the medical officer, make such arrangements as they may deem necessary with regard to persons labouring under any disease of body or mind.

As to the duty of the medical officer to examine the persons of all lunatics upon admission into and discharge from the workhouse, see Art. 207, No. 4, and the circular letter of the Local Government Board of June 1st, 1896, at p. 556.

53 Vict. c. 5.

See also the provisions of the Lunacy Act, 1890, p. 687, etc.

Secondly. The guardians shall, so far as circumstances will permit, further subdivide any of the classes enumerated in Art. 98, with reference to the moral character or behaviour or the previous habits of the inmates, or to such other grounds as may seem expedient.

See the circular letter of Local Government Board dated July 31st, 1896, relating to classification in workhouses, p. 557. Also the circular letter of August 4th, 1900, relating to poor law administration in connection with the aged and deserving poor, p. 563.

Thirdly. That nothing in this order shall compel the guardians to separate any married couple, being both paupers of the first and fourth classes respectively [*men and women infirm through age or any other cause*], provided the guardians shall set apart for the exclusive use of every such couple a sleeping apartment separate from that of the other paupers.

The Poor Law Board Act, 1847, by s. 23, provides that "When any two persons, being husband and wife, both of whom shall be above the age of sixty years, shall be received into any workhouse, in pursuance of the provisions of the said recited Act" (4 & 5 Will. 4, c. 76) "or of this Act, or of any rule, order, or regulation of the Commissioners appointed by authority of this Act, such two persons shall not be compelled to live separate and apart from each other in such workhouse." 10 & 11 Vict. c. 109.

The Divided Parishes and Poor Law Amendment Act, 1876, by s. 10, provides as follows: "When any two persons, being husband and wife, shall be admitted into any workhouse, and either of them shall be infirm, sick, or disabled by any injury, or above the age of sixty years, it shall be lawful for the guardians of the union or parish to which such workhouse shall belong, to permit in their discretion such husband and wife to live together, and every such case shall be reported forthwith to the Local Government Board." 39 & 40 Vict. c. 61.

Fourthly. That any paupers of the fifth and sixth classes may be employed constantly or occasionally in any of the female sick wards, or in the care of infants, or as assistants in the household work; and the master and matron shall make such arrangements as may enable the paupers of the fifth and sixth classes to be employed in the household work, without communication with the paupers of the second and third classes.

Fifthly. That any pauper of the fourth class, whom the master may deem fit to perform any of the duties of a nurse or assistant to the matron, may be so employed in the sick wards, or those of the fourth, fifth, sixth, or seventh classes; and any pauper of the first class, who may by the master be deemed fit, may be placed in the ward of the third class, to aid in the management, and superintend the behaviour of the paupers of such class, or may be employed in the male sick ward.

The powers as to the employment of children given by these two sub-articles must be read subject to Art. 114 of this order, and to the general order of January 30th, 1897, relating to the instruction of children in workhouses and in separate and district schools. See p. 346.

The permission to employ able-bodied women, and girls above the age of seven years, in the female sick wards, and to employ infirm women as nurses in the sick wards, and infirm men in the male sick wards, so far as the permission relates to the performance by an inmate of any of the duties of a nurse, is withdrawn by the Nursing of the Sick in Workhouses Order, which also regulates the employment of inmates as attendants on the sick.

*Nursing of
the Sick in
Workhouses
Order.*
6 Aug. 1897.

Art. 1.—(1.) Notwithstanding anything contained in any of the orders above referred to, no pauper inmate of the workhouse shall be employed to perform the duties of a nurse in the sick or lying-in wards of the workhouse, or be otherwise employed in nursing any pauper in the workhouse who requires nursing.

(2.) No pauper inmate of the workhouse shall be employed as an attendant in the sick or lying-in wards of the workhouse, or upon any pauper in the workhouse who requires nursing, unless such inmate shall be approved by the medical officer of the workhouse for the purpose, and shall act under the immediate supervision of a paid officer of the guardians.

Art. 6.—This order shall not apply to any infirmary or school which is under administration separate from the workhouse.

The order is printed in full at p. 351.

*Consolidated
General
Order—con-
tinued.*

Art. 99.—Sixthly. That the guardians, for a special reason to be entered on their minutes, may place any boy or girl between the ages of ten and sixteen years in a male or female ward respectively, different from that to which he or she properly belongs, unless the Commissioners shall otherwise direct.

Seventhly. That the paupers of the seventh class [*children under seven years of age*] may be placed in such of the wards appropriated to the female paupers as shall be deemed expedient, and the mothers of such paupers shall be permitted to have access to them at all reasonable times.

Eighthly. That the master (subject to any directions given or regulations made by the guardians) shall allow the father or mother of any child in the same workhouse, who may be desirous of seeing such child, to have an interview with such child at some one time in each day, in a room in the said workhouse to be appointed for that purpose. And the guardians shall make arrangements for permitting the members of the same family who may be in different workhouses of the union to have occasional interviews with each other, at such times and in such manner as may best suit the discipline of the several workhouses.

As to visits to paupers in the workhouse by persons not being inmates, see Art. 118.

33 & 34 Vict.
c. 48.

The Paupers Conveyance (Expenses) Act, 1870, empowered the Poor Law Board by order to “define and direct in what cases (other than those expressly provided for by law) and under what regulations the guardians of any union or parish may pay the reasonable expenses incurred by them in conveying any person chargeable to such union or parish from one place to another in England, and

may charge such expenses upon the common fund of the union or other like fund under their control."

The Paupers Conveyance Expenses Order of February 7th, 1898, issued in pursuance of the above provision, will be found on p. 439.

Ninthly. That casual poor wayfarers admitted by the master or matron shall be kept in a separate ward of the workhouse, and shall be dieted and set to work in such manner and under such regulations as the guardians, by any resolution now in force or to be made hereafter, may direct.

This article was rescinded by the order of November 22nd, 1871, which was itself rescinded by the order of December 18th, 1882 (see p. 273), except so far as it rescinded other orders.

Art. 100.—The guardians shall not admit into the workhouse or any ward of the same, or retain therein, a larger number or a different class of paupers than that heretofore or hereafter from time to time to be fixed by the Commissioners; and in case such number shall at any time be exceeded, the fact of such excess shall be forthwith reported to the Commissioners by the clerk.

"When the number of the inmates shall have reached the maximum approved by the Commissioners, the guardians will inform the Commissioners of the fact, and will cease to make any fresh admissions until the number shall have been diminished. If the order prohibiting out-door relief to the able-bodied is in force in the union, the guardians will be enabled to make exceptions to its provisions under Art. [6] and to report such exceptions to the Poor Law Commissioners." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., pp. 110, 111.*)

Art. 101.—No pauper of unsound mind, who may be dangerous, or who may have been reported as such by the medical officer, or who may require habitual or frequent restraint, shall be detained in the workhouse for any period exceeding fourteen days, and the guardians shall cause the proper steps to be taken for the removal of every such pauper to some asylum or licensed house as soon as may be practicable.

The Lunacy Acts, 1890 and 1891, contain the consolidated law relating to paupers of unsound mind. See pp. 687 *et seq.*

DISCIPLINE AND DIET OF THE PAUPERS.

Art. 102.—All the paupers in the workhouse, except the sick and insane, and the paupers of the first, fourth, and seventh classes, shall rise, be set to work, leave off work, and go to bed at the times mentioned in the Form (N.) hereunto annexed, and shall be allowed such intervals for their meals as are therein stated, and these several times shall be notified by the ringing of a bell,

provided always that the guardians may, with the consent of the Commissioners, make such alterations in any of the said times or intervals as the guardians may think fit.

FORM N.

	Time of rising.	Interval for Breakfast.	Time for Work.	Interval for Dinner.	Time for Work.	Interval for Supper.	Time for going to Bed.
From March 25th to Sept. 29th.....	$\frac{1}{4}$ before 6	From $\frac{1}{2}$ past 6 to 7	From 7 to 12	From 12 to 1	From 1 to 6	From 6 to 7	} 8 o'clock.
From Sept. 29th to March 25th	$\frac{1}{4}$ before 7	From $\frac{1}{2}$ past 7 to 8	From 8 to 12	From 12 to 1	From 1 to 6	From 6 to 7	} 8 o'clock.

The above article does not apply to the sick, the insane, those infirm through age or any other cause, and children under seven years of age. See Art. 106.

Art. 103.—Half an hour after the bell shall have been rung for rising, the names of the paupers shall be called over by the master and matron respectively, in the several wards provided for the second, third, fifth, and sixth classes, when every pauper belonging to the respective wards shall be present, and shall answer to his name, and be inspected by the master and matron respectively, provided that the paupers of the third and sixth classes may be called over and inspected by the schoolmaster and schoolmistress.

The paupers referred to in this article and Art. 105 are able-bodied men and women and youths and girls above the age of fifteen (second and fifth classes), and boys and girls above the age of seven and under that of fifteen (third and sixth classes). See Art. 98.

Art. 104.—The meals shall be taken by all the paupers, except the sick, the children, persons of unsound mind, casual poor wayfarers, women suckling their children, and the paupers of the first and fourth classes, in the dining-hall or day-room, and in no other place whatever, and during the time of meals order and decorum shall be maintained.

“All articles of food which the paupers may not consume in the dining-hall during the meal will be removed by the officers; and no pauper will be allowed to carry away any food from the dining-hall. It may be added that no pauper ought to be allowed to secrete articles of food in boxes or bags in the bed-rooms, as such a practice is uncleanly, and likely to prove injurious to the health of the inmates.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Bd., p. 112.*)

Paupers of the first and fourth classes are those infirm through age or any other cause (Art. 98).

Art. 105.—No pauper of the second, third, fifth or sixth classes shall go to, or remain in, his sleeping-room, either in the time hereby appointed for work or in the intervals allowed for meals, except by permission of the master or matron.

See Arts. 98 and 103.

Art. 106.—The master and matron shall (subject to the directions of the guardians) fix the hours of rising and going to bed for the paupers of the first, fourth and seventh classes, and determine the occupation and employment of which they may be capable; and the meals for such paupers shall be provided at such times and in such manner as the guardians may from time to time direct.

“In fixing the hours of rising and going to bed, and the employment of the infirm men and women and the children, the guardians, and the master and matron, ought to consult the medical officer of the workhouse.” (*Circ. Letter, February 8th, 1842, 8 Rep. P. L. Comrs., p. 112.*)

The classes referred to are infirm men and women, and children under seven.

Art. 107.—The paupers shall be dieted with the food and in the manner set forth in the dietary table which may be prescribed for the use of the workhouse, and no pauper shall have or consume any liquor or any food or provision other than is allowed in the said dietary table, except on Christmas Day or by the direction in writing of the medical officer, as provided in Art. 108.

This and the following article must be read in connection with the general order of October 10th, 1900, “Workhouse Regulation (Dietaries and Accounts),” which rescinded so much of the then existing regulations with regard to the government of workhouses as was inconsistent with the said order. See the order, etc., at p. 486.

The order does not, however, apply to any infirmary or school which is under administration separate from the workhouse (Art. 13 (1)). To such, therefore, in the absence of a special order, the provisions of the Consolidated General Order and other orders still apply.

In all cases the quantity and nature of the food for the sick is left exclusively to the discretion of the medical officer.

By Art. 214, No. 4, “it is the duty of the porter to prevent the admission of any spirituous or fermented liquors, or other articles contrary to any of the regulations in this order, or otherwise contrary to law.”

“The Commissioners do not consider it expedient that the guardians should allow presents of food to be made to the pauper inmates of the workhouse.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 113.*)

Art. 108.—Provided—

Firstly—That the medical officer may direct in writing such diet for any individual pauper as he may deem necessary, and

the master shall obey such direction until the next ordinary meeting of the guardians, when he shall report the same in writing to the guardians.

In connection with this article, see Art. 7 (1) and (2) and Art. 9 of the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, pp. 493, 497.

Secondly—That if the medical officer at any time certify that he deems a temporary change in the diet essential to the health of the paupers in the workhouse, or of any class or classes thereof, the guardians shall cause a copy of such certificate to be entered on the minutes of their proceedings, and may forthwith order, by a resolution, the said diet to be temporarily changed, according to the recommendation of the medical officer, and shall forthwith transmit a copy of such certificate and resolution to the Commissioners.

Thirdly—That the medical officer shall be consulted by the matron as to the nature of the food of the infants, and of their mothers when suckling, and the time at which such infants should be weaned.

Fourthly—That the guardians may, without any direction of the medical officer, make such allowance of food as may be necessary to paupers employed as nurses or in the household work; but they shall not allow to such paupers any fermented or spirituous liquors on account of the performance of such work, unless in pursuance of a written recommendation of the medical officer.

Art. 11 of the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, says—"The master of the workhouse shall cause fair and legible copies of the dietary tables, in the form marked A. in Schedule B. to this order, or in a form to the like effect, to be hung up in the dining-hall and day-rooms of the workhouse, and in such other suitable positions as may be selected by the guardians, and shall from time to time, as may be necessary, cause such copies to be replaced by other fair and legible copies."

"The master shall also in like manner cause a copy of the scales of dietary for the sick prescribed by the medical officer for the workhouse, under Art. 4 of this order, to be hung up in each sick ward of the workhouse." See p. 497.

*Workhouse
Regulations.
Allowance of
Tea, etc.,
Order.
March 8th,
1894.*

Art. 1.—Notwithstanding anything contained in any of the orders above referred to, the guardians may, if they think fit, cause dry tea, with sugar and milk, to be supplied to such of the female inmates of the workhouse as they may consider should be supplied with the same, the quantity to be allowed in each case, or in any class of cases, to be such as the guardians may by resolution prescribe.

The "orders above referred to" are the general and other orders of the Poor Law Commissioners, the Poor Law Board, and the Local Government Board containing rules and regulations with regard to the government of the workhouses of the several unions and separate parishes in England and Wales.

"The allowances . . . will of course be in addition to the tea prescribed by the dietary in force at the workhouse." (*Circ. Letter, March 10th, 1894, 24 Rep. L. G. Bd., p. 4.*)

A somewhat similar order has been issued in a few instances authorising guardians "if they think fit, to cause dry tea, cocoa, or coffee, with sugar and milk, to be supplied to such of the male inmates of the workhouse . . . who are infirm through age or any other cause, as the guardians may consider should be supplied with the same, the quantity to be allowed in each case, or in any class of cases, to be such as the guardians may by resolution prescribe."

It will be observed that in the case of males the order is limited to the infirm.

As to allowances of tobacco and snuff, see note to Art. 121.

Art. 109.—If any pauper require the master or matron to weigh the allowance of provisions served out at any meal, the master or matron shall forthwith weigh such allowance in the presence of the pauper complaining, and of two other persons.

*Consolidated
General
Order—con-
tinued.*

Art. 110.—The clothing to be worn by the paupers in the workhouse shall be made of such materials as the board of guardians may determine.

Hence the clothing "need not be uniform either in colour or materials." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 114.*)

In their circular of January 29th, 1895, the Local Government Board specially suggest that the clothing worn by inmates when absent on leave from the workhouse should not be in any way distinctive or conspicuous in character. See p. 551.

Art. 111.—More than two paupers, any one of whom is above the age of seven years, shall not be allowed to occupy the same bed, unless in the case of a mother and infant children.

Art. 112.—The paupers of the several classes shall be kept employed according to their capacity and ability; and no pauper shall receive any compensation for his labour.

See s. 5 of the Poor Law Amendment Act, 1842. "It shall be lawful for the guardians of any parish or union, subject always to the powers of the Poor Law Commissioners, to prescribe a task of work to be done by any person relieved in any workhouse. . . . And if any such person, while in such workhouse, refuse or neglect to perform such task of work suited to his age, strength and capacity, or wilfully destroy or injure his own clothes, or damage any of the property of the board of guardians, he shall be deemed an idle and disorderly person within the" Vagrancy Act, 1824.

5 & 6 Vict.
c. 57.

The sanction of the Local Government Board is not required to the task, 5 Geo. 4, c. 83,
s. 3.

which must, however, be reasonable, and not at variance with any regulations of the said Board.

34 & 35 Vict
c. 108.

By s. 7 of the Pauper Inmates Discharge and Regulation Act, 1871, any pauper who refuses or neglects whilst an inmate of a workhouse to do the work or observe the regulations prescribed, shall be deemed an idle and disorderly person within s. 3 of the Vagrancy Act, 1824; and every pauper who wilfully destroys or injures his own clothes, or damages any of the property of the guardians, shall be deemed a rogue and vagabond within the meaning of s. 4 of the same Act. See p. 283.

Oakum picking was at one time in favour as an occupation for males and females in prisons and in workhouses. It was, however, entirely discontinued as work for female prisoners in November, 1896, and the number of male prisoners employed in such work has been greatly reduced. The Local Government Board, in a memorandum dated January 12th, 1898, instructed their inspectors to bring before boards of guardians the opinion of the Board that oakum picking as an employment should be discontinued for all inmates of workhouses other than male casual paupers, and especially to urge its discontinuance in the case of female inmates.

“The Board consider that the guardians should carry out this regulation [Art. 112], not so much with the object of making a profit from the labour of the inmates as with the view of securing that the inmates who are able to work shall be provided with work;” and “that boards of guardians should carefully avoid the employment of pauper inmates in such a manner as to cause so much competition with any particular branch of trade as to render it difficult, if not impossible, for the independent labourer in that branch of employment to earn a living.” (*Circ. Letter to Unions and Parishes in the Metropolis, October 31st, 1888.*)

Under Arts. 208 (6) and 210 (3), it is the duty of the master and matron respectively to provide for and enforce the employment of the male and female paupers of the several classes.

Art. 113.—No pauper in the workhouse shall be employed or set to work in pounding, grinding or otherwise breaking bones, or in preparing bone-dust.

Art. 114.—The boys and girls who are inmates of the workhouse shall, for three of the working hours at least, every day, be instructed in reading, writing, arithmetic, and the principles of the Christian religion, and such other instruction shall be imparted to them as may fit them for service, and train them to habits of usefulness, industry, and virtue.

This article must be read in conjunction with the general orders of October 27th, 1877, April 3rd, 1878, and January 30th, 1897, the last-named of which rescinds any provision in former orders relating to the instruction and school attendance of children in workhouses, separate workhouse schools and district schools, inconsistent with itself.

The provisions of the two first-named orders are given below; the order of January 30th, 1897, will be found at p. 346.

By Art. 7 of the last-named order, “the board of guardians or board of management of a district school shall cause the children in the workhouse or

poor law school to receive the religious instruction required by the orders in the poor law union or district, and the time occupied in such instruction shall not be included in the time occupied in instruction in pursuance of [that] order."

Art. 1.—An attendance of a child at a workhouse school certified as aforesaid [certified by the Local Government Board to be efficient, Elementary Education Act, 1876, s. 48] shall be deemed to be an attendance for the purpose of the said schedule [Schedule I. of same Act], where such child has attended the school and been under instruction in secular subjects at the morning or afternoon meeting of the school for not less than two hours if the child is above seven years of age, or for not less than one hour and a half if the child is above five and under seven years of age.

*Attendance at
Workhouse
Schools
Order.
Oct. 27th,
1877.*

Provided that where a child, if above seven years of age, has so attended and been under instruction in secular subjects for not less than three hours in the morning and one hour in the afternoon of the same day; or if above five and under seven years of age, for not less than two hours in the morning and one hour in the afternoon of the same day, each such attendance shall in each case be deemed to be an attendance for the purpose aforesaid.

Art. 2.—Any time which may be devoted to instruction in drill or to industrial training, other than a reasonable time for needlework in the case of girls, shall not be included in the time prescribed for an attendance for the purpose aforesaid.

Art. 3. * * * * *

The term "workhouse school" includes any school, certified as aforesaid, belonging to a union or separate parish which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises or, being separate from the workhouse, are situated either within or without the limits of the union or separate parish, and also any school belonging to a school district formed under the Poor Law Amendment Act, 1844, and Acts amending the same.

*7 & 8 Vict.
c. 101.*

Schedule I. of the Elementary Education Act, 1876, relates to standards of proficiency and previous due attendance at school for the purposes of employment. 39 & 40 Vict.
c. 79.

Art. 1.—The schoolmaster or schoolmistress, as the case may be, shall, within fifteen minutes from the commencement of the required instruction in secular subjects, mark the attendance of each child present at every meeting of the school in an

*Register of
Attendance at
Workhouse
Schools
Order.
April 3rd,
1878.*

attendance register according to the Form No. 1 in the schedule to this order; and shall from time to time make out a summary of the attendance register according to the Form No. 2 in the said schedule, which summary shall be duly examined and signed by the clerk.

Art. 2.—The attendance registers shall be produced to the visiting committee, on their visits to the school, and to the guardians or the board of management at such times as they may direct.

Art. 3.—Every attendance register shall be carefully preserved by the guardians or the board of management for ten years.

Art. 4.—The standards of examination to be observed shall be those prescribed in the code of the Education Department in force for the time being. A list of the children arranged according to such standards shall be prepared by the schoolmaster or schoolmistress, as the case may be, and presented to the school inspector of the Local Government Board* at the time of his annual examination of the school.

Art. 5.—The instruction in the school shall be given at the time specified in a time-table to be prepared by the schoolmaster or schoolmistress and approved by the guardians or board of management, as the case may be.

Art. 6. * * * * *

The term “workhouse school” includes any school belonging to a union or separate parish which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises or, being separate from the workhouse, are situated either within or without the limits of the union or separate parish, and also any school belonging to a school district formed under the Poor Law Amendment Act, 1844, and Acts amending the same.

“This order applies to all workhouse schools, and is not confined to workhouse schools certified to be efficient as is the order of 27 Oct., 1877,” which precedes it. (*Circ. Letter, April 3rd, 1878, 8 Rep. L. G. Bd., p. 31.*)

* Poor Law schools are now under the inspection of the Board of Education. See p. 56.

SCHEDULE

Form No. 1.

ATTENDANCE REGISTER.

Quarter ending ———, 18—.

Workhouse School at ———.

——— Union.

No.	NAMES.	Age last birth-day.	Standard in which last examined.	ATTENDANCES DURING THE WEEK ENDED						Total Attendances for the Quarter.	No.		
									Total Attendances for the Week.*				
				M.	T.	W.	Th.	F.	S.				
1											1		
2											2		
3											3		
4											4		
5											5		
6											6		
7											7		
8											8		
9											9		
10											10		
11											11		
12											12		
13											13		
14											14		
15											15		
16											16		
17											17		
18											18		
				Number of school meetings during the week - - - }									
TOTAL NUMBER OF SCHOOL MEETINGS DURING THE QUARTER													

The Schoolmaster or Schoolmistress, as the case may be, is responsible for the accurate keeping of his Register.

Every attendance must be marked in ink at each meeting of the school: the morning attendance by a stroke marked thus /; the afternoon attendance thus \.

A horizontal line — will denote that no meeting of the school has taken place.

Absence through sickness must be shown by the letter "s."

Absence on account of industrial work should be shown by the letter "w."

Absence through any other cause should be shown by the letter "a."

There should be no erasures and no blanks.

* In the Order the preceding additional columns are repeated for the thirteen weeks of the quarter.

——— Schoolmaster or Schoolmistress.

FORM No. 2.

SUMMARY OF ATTENDANCE REGISTER.

_____ Union.

Year ending _____ 18—.

No.	NAMES.	Standard in which last examined.	Attendances during the Quarters ended				Total Attendance for the Year.
1							
2							
3							
&c.							
TOTALS* -							

* In the order there are 18 spaces for names.

NUMBER OF SCHOOL MEETINGS :—									
Quarter ended	-	-	-	-	-	-	-	-	-
Quarter ended	-	-	-	-	-	-	-	-	-
Quarter ended	-	-	-	-	-	-	-	-	-
Quarter ended	-	-	-	-	-	-	-	-	-
TOTAL - - - -									
* Average Number of Scholars in Attendance - - - }									<div></div>

* The average number of scholars in attendance will be found by dividing the total number of attendances by the total number of school meetings.

_____ Schoolmaster or Schoolmistress.

Examined on behalf of the Guardians.

_____ { Clerk of the Guardians [or to the Board of Management].

Given under the Seal of Office of the Local Government Board, this
Third day of April, in the year One thousand eight hundred and
seventy-eight,

(L.S.)

G. SCLATER-BOOTH, *President.*
JOHN LAMBERT, *Secretary.*

Inspection of Educational Work in Poor Law Schools.

The following letter has been issued by the Local Government Board to
Boards of Guardians and Managers of School Districts :—

“LOCAL GOVERNMENT BOARD,

“ WHITEHALL, S.W.,

“ March 14th, 1904.

“SIR,—I am directed by the Local Government Board to state that the
subject of the inspection of educational work in poor law schools by the Board

of Education has been under consideration for some time past, and that arrangements have now been made under which this inspection will be transferred from the Local Government Board to the Board of Education.

"The transfer will take effect on April 1st next. It will apply only to educational work, and will not in any way affect the control of the Local Government Board over other matters in connection with poor law schools.

"At present the inspection of the educational work in these schools is conducted on behalf of the Board by Mr. Mozley and Mr. Byam Davies, who, on the date named, will become officers of the Board of Education; and thenceforth the inspection of educational work in all schools under the management of boards of guardians and of managers of Poor-Law school districts will be performed by inspectors of the Board of Education.

"The grant in respect of drawing and manual instruction will be administered by the Board of Education, and may be revised shortly. The grants in respect of the remuneration of teachers (including industrial trainers) in Poor-Law schools will, subject to any reconsideration of the matter hereafter, continue to be certified and paid as at present. In certifying the sums to be paid, the Local Government Board will act on information supplied to them by the Board of Education.

"I am, Sir, your obedient Servant,

"S. B. PROVIS,

"Secretary.

"*The Clerk to the Guardians or Managers.*"

Art. 115.—Any pauper may quit the workhouse upon giving to the master, or (during his absence or inability to act) to the matron, a reasonable notice of his wish to do so: and in the event of any able-bodied pauper, having a family, so quitting the house, the whole of such family shall be sent with him, unless the Guardians shall for any special reason otherwise direct; and such directions shall be in conformity with the regulations of the Commissioners with respect to relief in force at the time.

*Consolidated
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tinued.*

"The reasonableness of the notice must depend upon the circumstances under which it is given. . . Some time after the giving of the notice is requisite in order to enable the master to restore to the pauper his own clothes (see Art. 95), and to receive back those belonging to the guardians. Some time likewise is required in order to enable the master to make the proper entries in the books. Moreover, a pauper cannot in general be discharged during the night, or at the time of meals, or during the performance of divine service . . . but the master will not be justified in throwing any unnecessary impediment in the way of a pauper's leaving the house in the shortest practicable time."

"Although paupers ought not to be discharged during the performance of divine service, there is no power of detaining them during the whole of Sunday, if they should desire to leave the workhouse on that day. The Commissioners believe that the guardians (and the master of the workhouse as their officer) have over orphan children, or children deserted by their parents, the same control which a guardian possesses over his ward; and that they may, therefore, detain in the workhouse any such infant under the age of sixteen, provided that they have reasonable grounds for believing that leaving the workhouse would be attended with injurious consequences to the child. The guardians, however, are not authorised to detain in the workhouse young persons above

sixteen years of age, who have no friends, and are not going into service." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 114.*)

The last sentence must be read subject to the provisions of the Poor Law Acts of 1889 and 1899, enabling guardians in certain cases to assume the control of children up to the age of eighteen (see p. 647). In 1840, it should be observed, the Attorney-General and Sir William Follett advised that guardians had no power to detain orphan, etc., children in the workhouse unless they were apprenticed.

"Nor is there any power of detaining in the workhouse mothers of bastard children who may be in the habit of quitting the workhouse and returning to it after a few days' absence."

* * * * *

"When a pauper has committed an offence, or been guilty of a misbehaviour in the workhouse, punishable by confinement" (Arts. 130, 131), "his giving the proper notice to quit the workhouse will not prevent the completion of such punishment."

"It seems doubtful if the guardians have the power to prevent the wife from leaving the workhouse without her husband; but the husband can, if he thinks fit, detain her in the house by his marital authority; and the guardians would be justified in refusing her permission to quit the house under such circumstances." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., pp. 114, 115.*)

It is thought that a pauper whose child or children are in a school at a distance from the workhouse may be detained a reasonable time after giving his notice in order to enable his children to be brought from the school so as to be sent out with him.

34 & 35 Vict.
c. 108.

The Pauper Inmates Discharge and Regulation Act, 1871, by s. 4, as amended by s. 4 of the Poor Law Act, 1899, provides as follows:—

62 & 63 Vict.
c. 37.

The guardians of any union may direct that any pauper inmate of the workhouse, or the paupers of any class therein, shall be detained in the workhouse, after giving notice to quit the same, for times not exceeding the limited periods hereinafter mentioned, that is to say:

1. If the pauper has not previously discharged himself from the workhouse within one month before giving the notice, twenty-four hours;
2. If he has discharged himself once or oftener within such month, forty-eight hours,
3. If he has discharged himself more than twice within two months before giving the notice, seventy-two hours;
4. If he has, in the opinion of the guardians, discharged himself frequently without sufficient reason, one hundred and sixty-eight hours,

and every such pauper shall be detained in the workhouse for the time specified accordingly.

Provided as follows:

1. That the guardians may from time to time alter or rescind such direction; and they, or, in the interval between their meetings, the visiting committee whose direction shall be entered in the visitors' book, may exempt, either wholly or partially, any pauper from the operation of this section;
2. That the master or other person having charge of the workhouse may, if the board of guardians be not sitting or the visiting committee be not in attendance, discharge any pauper to whom this section shall apply before the expiration of any such period as aforesaid if any circumstances shall in his opinion require this to be done, and shall report the facts of the case to the board of guardians at their next meeting;

3. That this section shall not apply to casual paupers ;
4. That a direction requiring a longer notice than seventy-two hours to be given must be entered in the minutes, and must specify the name or names of the pauper or paupers to whom it applies.

Sub-section 4 and proviso 4 are from the Poor Law Act, 1899.

The Poor Law (Amendment) Act, 1867, s. 22, enacts as follows : "Where there shall be in any workhouse a poor person suffering from *mental disease or from* bodily disease of an infectious or contagious character, and the medical officer of such workhouse shall upon examination report in writing that such person is not in a proper state to leave the workhouse without danger to himself or others, the guardians may direct the master to detain such person therein, or, if the guardians be not sitting, the master of the workhouse may, until the next meeting of the guardians, detain him therein, and such person shall not be discharged from such workhouse until the medical officer shall in writing certify that such discharge may take place." 30 & 31 Vict. c. 106.

This section was repealed by the Lunacy Act, 1890, except as regards persons suffering from delirium tremens, or from bodily disease of an infectious or contagious character. The law officers of the Crown advised, upon a case submitted to them by the Local Government Board, that the provision in this section does not apply to persons suffering from syphilis in a contagious form, whether or not they are known prostitutes. 53 Vict. c. 5.

In a letter dated July 3rd, 1905, addressed to the clerk to the guardians of the Bath Union, the Local Government Board have expressed the opinion that pulmonary tuberculosis with expectoration may be regarded as an infectious disease within the meaning of the above section. (*Poor Law Off. J.*, July 21st, 1905, p. 707.)

Supply of Clothing to Paupers on Discharge.—"It is desirable that persons residing a short time in the workhouse should not on leaving it be furnished, except under very particular circumstances, with a fresh suit of clothes. Persons permanently domiciled in the workhouse, and especially children who have remained in it from an early age, must on quitting it be furnished with a decent outfit of clothing. Young persons who have been brought up in the workhouse, and who leave it for service or apprenticeship, ought, in the opinion of the Commissioners, to be furnished with such an outfit of clothing as is usually possessed by young persons not being paupers in a similar condition." (*Min. of P. L. Comrs.*, October 29th, 1839, 6 *Ann. Rep.*, p. 98.)

"If the parents of any infant child in the workhouse are, when about to leave the workhouse, desirous of obtaining an allowance of clothing for the child, they can apply to the board of guardians, who, if they think fit, can make the allowance as for a case of emergency. The guardians can, moreover, empower the relieving officers, or the master of the workhouse, to allow clothing, in cases of urgency, to persons suddenly leaving the workhouse in the intervals between the sittings of the board. And it appears to us that the master or matron ought not to suffer any infant to leave the workhouse, under such circumstances, without sufficient covering to protect it against the consequences of exposure to the air." (12 *Ann. Rep. P. L. Comrs.*, 1846, p. 11.)

See also the order of July 10th, 1897, after Art. 208 (23), *post*.

Art. 116.—Provided nevertheless, that the guardians may by any general or special direction authorise the master to allow a pauper, without giving any such notice as is required in Art. 115, to quit the workhouse, and to return after a temporary absence

only ; and every such allowance shall be reported by the master to the guardians at their next ordinary meeting.

Where permission to leave the workhouse has been abused the guardians may properly exercise their discretion of refusing the pauper temporary leave of absence from the workhouse for some time afterwards, as a month or six weeks. (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 118.*)

In their circular letter of January 29th, 1895 (25 Rep. p. 107), the Local Government Board say it appears to them "that in the case of the aged and infirm inmates, so long as they are well behaved and do not abuse the liberty given to them, it is desirable, so far as it can be done without undue interference with the discipline and management of the workhouse, that permission to leave the workhouse should be given within reasonable limits."

Art. 117.—Provided, also, that nothing herein contained shall prevent the master from allowing the paupers of each sex under the age of fifteen, subject to such restrictions as the guardians may impose, to quit the workhouse under the care and guidance of himself, or the matron, schoolmaster, schoolmistress, porter, or some one of the assistants and servants of the workhouse, for the purpose of exercise.

This article allows the children to leave the workhouse for the purpose of exercise under proper care. By Art. 212, No. 3, it is made the duty of the schoolmaster and schoolmistress to accompany the children on these occasions, unless the guardians should otherwise direct. (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 116.*)

Art. 118.—Any person may visit any pauper in the workhouse by permission of the master, or (in his absence) of the matron, subject to such conditions and restrictions as the guardians may prescribe ; such interview shall take place in a room separate from the other inmates of the workhouse, and in the presence of the master, matron, or porter, except where a sick pauper is visited.

The exception relating to a sick pauper "applies not only to the room in which such visits take place, but also to the presence of the master or other officer." (*Circ. Letter, October 31st, 1844, 11 Rep. P. L. Comrs., p. 151.*)

"This restriction is not intended to offer any obstacle to the innocent and proper visits of relations and friends ; and the master or other officer present ought not to listen to the conversation between the visitor and the pauper, unless there should be a reasonable ground for suspecting the conversation to be of an improper character." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 116.*)

By the "Paupers' Conveyance Expenses Order" of February 7th, 1898, the guardians may pay the reasonable expenses incurred in conveying poor persons in receipt of relief to and from the institutions specified in the order for the purpose of visiting their relatives in such institutions.

The order is printed on p. 439.

Art. 119.—No written or printed paper of an improper tendency, or which may be likely to produce insubordination, shall be allowed to circulate, or be read aloud among the inmates of the workhouse.

“The words ‘printed paper’ comprehend any newspaper, handbill, book, pamphlet, &c.” “It is the duty of the porter to prevent the admission into the workhouse of any letter or printed paper falling within this prohibition.” [Art. 214 (4).]

“The master is not empowered to examine letters written by paupers in a workhouse, and such letters should be sent to the post. Paupers may be permitted to receive writing materials sent by their friends.” (8 Rep. P. L. Comrs., p. 116.)

Neither the guardians nor their officers are in general empowered to open letters addressed to or written by pauper inmates, unless there is sufficient ground for suspecting that such letters have been sent or written for some immoral or improper purpose. The Local Government Board have, however, expressed the opinion that, in certain cases, the guardians might by special minute, in which the reasons for so doing are expressly set forth, direct the master to open the letters of any inmate, in the presence of the writer or of the person to whom they are addressed, and should they be found to contain objectionable matter, the clerk should be instructed to take possession of them.

Art. 120.—No pauper shall play at cards, or at any game of chance, in the workhouse; and the master may take from any pauper, and keep until his departure from the workhouse, any cards, dice, or other articles applicable to games of chance, which may be in his possession.

Art. 121.—No pauper *shall smoke in any room of the workhouse except by special direction of the medical officer* or shall have any matches or other articles of a highly combustible nature in his possession, and the master may take from any person any articles of such a nature.

The words in italics are rescinded by the following:—

Art. 1.—Tobacco or snuff may be allowed to such of the inmates of the workhouse, who are not able-bodied or are employed upon work of a specially disagreeable character, as the guardians may consider should be supplied with the same, the quantity to be allowed in each case, or in any class of cases, to be such as the guardians may by resolution prescribe.

*Tobacco and
Snuff Order.
Nov. 3rd, 1892.*

Art. 2.—So much of each of the said orders as provides that no pauper shall smoke in any room in the workhouse, except by the special direction of the medical officer, shall be rescinded, but the guardians may from time to time, by resolution, determine in what rooms and at what times smoking shall be allowed, and no pauper shall smoke in the workhouse in any other room or at any other time than is so allowed.

The "said orders" are those issued by the Poor Law Commissioners, the Poor Law Board and the Local Government Board, containing rules and regulations with regard to the government of the workhouses of the several unions in England and Wales.

*Consolidated
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tinued.*

Art. 122.—Any licensed minister of the religious persuasion of an inmate of the workhouse, who may at any time in the day, on the request of any inmate, enter the workhouse for the purpose of affording religious assistance to him, or for the purpose of instructing his child or children in the principles of his religion, shall give such assistance or instruction so as not to interfere with the good order and discipline of the other inmates of the workhouse, and such religious assistance or instruction shall be strictly confined to inmates who are of the religious persuasion of such minister, and to the children of such inmates, except in the cases in which the guardians may lawfully permit religious assistance and instruction to be given to any paupers who are Protestant Dissenters, by licensed ministers who are Protestant Dissenters.

4 & 5 Will. 4.
c. 76.

With respect to this article see s. 19 of the Poor Law Amendment Act, 1834, and the opinion of the Crown lawyers upon its construction in the 5th Report of the Poor Law Commissioners, 1839, p. 75, *post*, p. 734. "By a 'licensed minister' of a Protestant dissenting sect the Commissioners understand a minister who is recognised in his ministerial character by the members of such sect, and who has complied with all the requisitions of the law, and is therefore subject to no penalty in respect of the public exercise of his ministerial functions." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 117.*)

The Commissioners also express the opinion that the section referred to above does not contemplate the attendance of members of the Established Church at the divine service performed by a dissenting minister in a workhouse. They would not interfere to prevent such attendance by adults (although they consider it objectionable), provided no improper influence was used to induce them to attend; but they think that children belonging to the Established Church should never be permitted to attend on such occasions. (*Ibid.*)

Art. 123.—No work, except the necessary household work and cooking, shall be performed by the paupers on Sunday, Good Friday, and Christmas Day.

Art. 124.—Prayers shall be read before breakfast and after supper every day, and divine service shall be performed every Sunday, Good Friday, and Christmas Day in the workhouse (unless the guardians, with the consent of the Commissioners, otherwise direct), and at such prayers and divine service all the paupers shall attend, except the sick, persons of unsound mind, the young children, and such as are too infirm to do so: provided that those paupers who may object so to attend, on account of their professing religious principles differing from those of the Established Church, shall also be exempt from such attendance.

“The master and the other officers of the workhouse ought, as far as possible, to attend morning and evening prayers in the workhouse. By [Art. 208, No. 4] it will be the duty of the master to read the prayers both morning and evening, and he ought only to cause them to be read by others in case he should be prevented by conscientious scruples, or should be incapacitated through some defect of speech.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 117.*)

Art. 125.—The guardians may authorise any inmates of the workhouse, being members of the Established Church, to attend public worship at a parish church or chapel, on every Sunday, Good Friday, and Christmas Day, under the control and inspection of the master or porter, or other officer.

Art. 126.—The guardians may also authorise any inmates of the workhouse, being dissenters from the Established Church, to attend public worship at any dissenting chapel in the neighbourhood of the workhouse, on every Sunday, Good Friday, and Christmas Day.

“Any pauper permitted to quit the workhouse under Art.” [116] or Arts. [125 and 126] “and returning after the appointed time of absence, or misbehaving in going to, at, or returning from, public worship, may be punished as disorderly by virtue of Art.” [127]. (*8 Rep. P. L. Comrs., 1842, p. 118.*)

As to cases where permission to leave the workhouse has been abused, see note to Art. 116, and the following note.

By s. 21 of the Poor Law Amendment Act, 1868, “Every inmate for whom a religious service according to his own creed shall not be provided in the workhouse shall be permitted, subject to regulations to be approved of or ordered by the Poor Law Board, to attend, at such times as the said Board shall allow, some place of worship of his own denomination within a convenient distance of the said workhouse, if there be such in the opinion of the Board: Provided that the guardians may, for abuse of such permission previously granted, or on some other special ground, refuse permission to any particular inmate, and shall in such case cause an entry of such refusal and the grounds thereof to be made in their minutes.” 31 & 32 Vict
c. 122.

The creed of an inmate is to be ascertained from “the creed register,” as to which, and the religious instruction of orphans in workhouses, see p. 118 *et seq.*

PUNISHMENT FOR MISBEHAVIOUR OF THE PAUPERS.

Art. 127.—Any pauper, being an inmate of the workhouse, who shall neglect to observe such of the regulations in this order as are applicable to him as such inmate;—

Or who shall make any noise when silence is ordered to be kept;

Or shall use obscene or profane language;

Or shall by word or deed insult or revile any person;

Or shall threaten to strike or to assault any person;

- Or shall not duly cleanse his person ;
 - Or shall refuse or neglect to work, after having been required to do so ;
 - Or shall pretend sickness ;
 - Or shall play at cards or other game of chance ;
 - Or shall refuse to go into his proper ward or yard, or shall enter, or attempt to enter, without permission, the ward or yard appropriated to any class of paupers other than that to which he belongs ;
 - Or shall climb over any fence or boundary wall surrounding any portion of the workhouse premises, or shall attempt to leave the workhouse otherwise than through the ordinary entrance ;
 - Or shall misbehave in going to, at, or returning from public worship out of the workhouse, or at divine service or prayers in the workhouse ;
 - Or, having received temporary leave of absence, and wearing the workhouse clothes, shall return to the workhouse after the appointed time of absence, without reasonable cause for the delay ;
 - Or shall wilfully disobey any lawful order of any officer of the workhouse ;
- shall be deemed disorderly.

34 & 35 Vict.
c. 108.

5 Geo. 4, c. 83.
7 & 8 Vict.
c. 101.

13 & 14 Vict.
c. 101.

By the Pauper Inmates Discharge and Regulation Act, 1871, s. 7 : “ Any pauper who absconds or escapes from or leaves any workhouse or asylum during the period for which he may be detained therein shall be deemed an idle and disorderly person within ” s. 3 of the Vagrancy Act, 1824 ; and by 55 Geo. 3, c. 137, s. 2, amended by s. 58 of the Poor Law Amendment Act, 1844, if he desert or run away from any workhouse and carry away with him any clothes, linen or other goods belonging to the workhouse, he may, upon conviction, be committed to the common gaol or house of correction for a period not less than seven days, nor greater than three months ; and by s. 8 of the Poor Law Amendment Act, 1850, may be kept to hard labour.

See also Art. 112 and notes ; and the notes to Art. 12 of the Regulations with Respect to Casual Paupers, p. 282.

Art. 128.—Any pauper, being an inmate of the workhouse, who shall, within seven days, repeat any one, or commit more than one, of the offences specified in Art. 127 ;

Or who shall by word or deed insult or revile the master or matron, or any other officer of the workhouse, or any of the guardians ;

Or shall wilfully disobey any lawful order of the master or matron, after such order shall have been repeated ;

Or shall unlawfully strike or otherwise unlawfully assault any person ;

Or shall wilfully or mischievously damage or soil any property whatsoever belonging to the guardians ;

Or shall wilfully waste or spoil any provisions, stock, tools, or materials for work belonging to the guardians ;

Or shall be drunk ;

Or shall act or write indecently or obscenely ;

Or shall wilfully disturb other persons at public worship out of the workhouse, or at divine service or prayers in the workhouse ;

shall be deemed refractory.

Art. 129.—The master may, with or without the direction of the guardians, punish any disorderly pauper by substituting during a time not greater than forty-eight hours, for his dinner, as prescribed by the dietary, a meal consisting of eight ounces of bread, or one pound of cooked potatoes or boiled rice, and also by withholding from him, during the same period, all butter, cheese, tea, sugar, or broth, which such pauper would otherwise receive, at any meal during the time aforesaid.

Art. 130.—The guardians may, by a special direction to be entered on their minutes, order any refractory pauper to be punished by confinement in a separate room, with or without an alteration of diet, similar in kind and duration to that prescribed in Art. 129 for disorderly paupers ; but no pauper shall be so confined for a longer period than twenty-four hours ; or, if it be deemed right that such pauper should be carried before a justice of the peace, and if such period of twenty-four hours should be insufficient for that purpose, then for such further time as may be necessary for such purpose.

By s. 93 of the Poor Law Amendment Act, 1834, the master of a workhouse is liable to a penalty of not exceeding 20*l*. for punishing with any corporal punishment any adult inmate, or confining an inmate for more than twenty-four hours, or such further time as may be necessary in order to have such person carried before a justice of the peace. 4 & 5 Will. 4,
c. 76.

By s. 8 of the Poor Law Inmates Discharge and Regulation Act, 1871, "The master or porter of the workhouse or the officer having charge of the casual wards of any union may take before a justice having jurisdiction therein any inmate of the workhouse or casual wards who shall be charged with any disorderly conduct, offence, or misbehaviour therein, punishable upon summary conviction, without any summons or warrant, and may, if such inmate shall be committed by the justice to gaol and no constable shall be present to execute the warrant, convey him to such gaol, unless a constable shall be found to whom he may deliver him to be conveyed, according to the exigencies of the warrant ; and for the purposes of this clause such master, porter, or officer shall have all the powers and authorities of a constable." 34 & 35 Vict.
c. 108.

Art. 131.—If any offence, whereby a pauper becomes refractory under Art. 128, be accompanied by any of the following circumstances of aggravation (that is to say), if such pauper—

Persist in using violence against any person ;

Or persist in creating a noise or disturbance so as to annoy other inmates ;

Or endeavour to excite other paupers to acts of insubordination ;

Or persist in acting indecently or obscenely in the presence of any other inmate ;

Or persist in mischievously breaking or damaging any goods or property of the guardians ;

the master may, without any direction of the guardians, immediately place such refractory pauper in confinement for any time not exceeding twelve hours ; which confinement shall, however, be reckoned as part of any punishment afterwards imposed by the guardians for the same offence.

“In certain very rare cases, it is possible that the master may be unable to exercise his lawful power, or to carry into effect the regulations of the Commissioners, without using force towards some refractory pauper. In all such cases he should, if possible, avoid laying hands on the pauper, but he should call in the aid of the porter or other officer. In such cases, too, it may often be desirable that the master should cause such refractory paupers to be taken before a magistrate.” (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 121.*)

“The master is restrained by the order from confining any pauper on his own authority, unless such pauper shall be refractory, with any of the circumstances of aggravation specified in this article. The Commissioners have thought it expedient to make these exceptions, since, without a precaution of this kind, a pauper might annoy the inmates by continued turbulence, or scandalise them by gross indecency. Subsequent punishment, though it might hinder the recurrence of such misconduct, could do nothing to protect those who would suffer from it at the moment. Cases sometimes occur, too, in which wanton mischief to property, or growing insubordination, must be at once stopped. It is therefore as a preventive of such evils that the Commissioners have permitted the master to retain a limited power of confinement on his own authority and responsibility.”

Art. 132.—Every refractory pauper shall be deemed to be also disorderly, and may be punished as such ; but no pauper who may have been punished for any offence as disorderly shall afterwards be punished for the same offence as refractory, and no pauper who may have been punished for any offence as refractory shall afterwards be punished for the same offence as disorderly.

“A refractory pauper may be punished merely as disorderly if the master thinks it expedient to take this course, instead of first reporting the case for

the decision of the board of guardians. This option will induce the master to employ the minor punishment whenever it is likely to prove sufficient to prevent the repetition of the offence. The offence and punishment will nevertheless be duly brought under the notice of the guardians by means of the book ordered to be kept by Art." 143. (*Ibid.*)

If the master punishes by confinement under Art. 131 without direction of the guardians, he may not simultaneously punish by change of diet under Art. 129. But the guardians may direct a refractory pauper to be punished by confinement with or without an alteration of diet. (Art. 130.)

Art. 133.—No pauper shall be punished by confinement or alteration in diet for any offence not committed in the workhouse since his last admission, except in such cases as are expressly specified in Arts. 127 and 128.

Art. 134.—No pauper who may have been under medical care, or who may have been entered in the medical weekly return as sick or infirm, at any time in the course of the seven days next preceding the punishment, or who may be reasonably supposed to be under twelve or above sixty years of age, or who may be pronounced by the medical officer to be pregnant, or who may be suckling a child, shall be punished by alteration of diet, or by confinement, unless the medical officer shall have previously certified in writing that no injury to the health of such pauper is reasonably to be apprehended from the proposed punishment; and any modification diminishing such punishment which the medical officer may suggest shall be adopted by the master.

"It will be necessary for the masters of workhouses to use the greatest caution in inflicting any punishment, by confinement or change of diet, on paupers whose health might be in any manner affected thereby, and the regulations embodied in this article ought to be strictly observed." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 122.*)

The "medical weekly return" is the "workhouse medical relief book." See Art. 207 (8).

Art. 135.—No pauper shall be confined between eight o'clock in the evening and six o'clock in the morning, without being furnished with a bed and bedding suitable to the season, and with the other proper conveniences.

Art. 136.—No child under twelve years of age shall be punished by confinement in a dark room, or during the night.

Art. 137.—No corporal punishment shall be inflicted on any male child, except by the schoolmaster or master.

"With regard to the male children the master and schoolmaster have a concurrent power of control. The female children are to be considered as in the more immediate care of the matron and schoolmistress." (*Circ. Letter, February 5th, 1842, 8 Ann. Rep. P. L. Comrs., p. 122.*)

Art. 138.—No corporal punishment shall be inflicted on any female child.

Art. 139.—No corporal punishment shall be inflicted on any male child, except with a rod or other instrument such as may have been approved of by the guardians or the visiting committee.

Art. 140.—No corporal punishment shall be inflicted on any male child until two hours shall have elapsed from the commission of the offence for which such punishment is inflicted.

Art. 141.—Whenever any male child is punished by corporal correction, the master and schoolmaster shall (if possible) be both present.

Art. 142.—No male child shall be punished by flogging whose age may be reasonably supposed to exceed fourteen years.

Art. 143.—The master shall keep a book, to be furnished him by the guardians in the Form (O.) hereunto annexed, in which he shall duly enter—

Firstly. All cases of refractory or disorderly paupers, whether children or adults, reported to the guardians for their decision thereon.

Secondly. All cases of paupers, whether children or adults, who may have been punished without the direction of the guardians, with the particulars of their respective offences and punishments.

FORM O.—WORKHOUSE PUNISHMENT BOOK.

No. of the Case.	Name.	Offence.	Date of Offence.	Punishment inflicted by master or other officer.	Opinion of the guardians thereon.	Punishment ordered by board of guardians.	Date of punishment.	Initials of clerk.	Observations.

Art. 144.—The person who punishes any child with corporal correction shall forthwith report to the master the particulars of the offence and punishment, and the master shall enter the same in the book specified in Art. 143.

“The details of offences and punishments must be accurately and punctually entered in the book; and if any case should not be properly reported, the

Commissioners will always presume that such omission originated in a sense of the expediency of concealment."

"The frequent use of corporal punishment is the common recourse of teachers who, from their idleness or other defect, are incompetent to acquire a command over children by a knowledge of their characters and by gentle means." The Commissioners add that "they would discourage all corporal punishment of pauper children to the utmost of their power." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 122.*)

Refractory Children.—By s. 17 of the Industrial Schools Act, 1866, "Where the guardians of the poor of a union or of a parish wherein relief is administered by a board of guardians, or the board of management of a district pauper school, or the parochial board of a parish or combination, represent to two justices, or a magistrate, that any child apparently under the age of fourteen years maintained in a workhouse or pauper school of a union or parish, or in a district pauper school, or in the poorhouse of a parish or combination, is refractory, or is the child of parents either of whom has been convicted of a crime or offence punishable with penal servitude or imprisonment, and that it is desirable that he be sent to an industrial school under this Act, the justices or magistrate may, if satisfied that it is expedient to deal with the child under this Act, order him to be sent to a certified industrial school." 29 & 30 Vict.
c. 118.

See further as to industrial schools at p. 674.

Art. 145.—Such book shall be laid on the table at every ordinary meeting of the guardians, and every entry made in such book since the last ordinary meeting shall be read to the board by the clerk.

The guardians shall thereupon, in the first place, give direction as to the confinement or other punishment of any refractory or disorderly pauper reported for their decision, and such direction shall be entered on the minutes of the proceedings of the day, and a copy thereof shall be inserted by the clerk in the book specified in Art. 143.

The guardians, in the second place, shall take into their consideration the cases in which punishments are reported to have been already inflicted by the master or other officer, and shall require the master to bring before them any pauper so punished, who may have signified a wish to see the guardians. If the guardians in any case are of opinion that the officer has acted illegally or improperly, such opinion shall be entered on the minutes, and shall be communicated to the master, and a copy of the minute of such opinion shall be forwarded to the Commissioners by the clerk.

"The master in all cases unprovided for in the order of the Commissioners, or whenever he may entertain doubts as to his authority, should lay a complaint before the magistrates under" 55 Geo. 3, c. 137, s. 5. (*Circ. Letter, 5th February, 1842, 8 Rep. P. L. Comrs., p. 120.*)

Art. 146.—If any pauper above the age of fourteen years unlawfully introduce or attempt to introduce any spirituous or

fermented liquor into the workhouse, or abscond from the workhouse with clothes belonging to the guardians, the master may cause such pauper to be forthwith taken before a justice of the peace, to be dealt with according to law; and whether he do so or not, he shall report every such case to the guardians at their next ordinary meeting.

“ With respect to the introduction of spirits into a workhouse, see the Poor Law Amendment Act [1834], ss. 91, 92, 93, 94; and with respect to the punishment of any pauper who shall abscond from the workhouse with any clothes belonging to the guardians, see 55 Geo. 3, c. 137 ” [s. 2]. (*Ibid.*, p. 122.) See also 7 & 8 Vict. c. 101, s. 59, and note to Art. 127.

Art. 147.—The master shall cause a legible copy of Arts. 127, 128, 129, 130 and 131 to be kept suspended in the dining hall of the workhouse, or in the room in which the inmates usually eat their meals, and also in the board room of the guardians.

By s. 94 of the Poor Law Amendment Act, 1834, “ The master of every workhouse shall cause one or more copies of the two preceding clauses of that Act to be printed or fairly written, and hung up in one of the most public places of such workhouse, and renew the same from time to time so that it be always kept fair and legible, on pain of forfeiting the sum of ten pounds for every wilful default.” The two clauses, 92 and 93, impose a penalty upon persons introducing spirituous liquors into workhouses, and on masters of workhouses allowing the use of spirituous liquors, or ill-treating poor persons, or misconducting themselves.

By Art. 15 of the “ Casual Paupers Regulation Order,” December 18th, 1882, the master of the workhouse or the superintendent of the casual wards shall cause to be hung up and kept suspended in some conspicuous place in the casual ward, and in the yard or room where the casual paupers are set to work, a printed copy of Arts. 5, 6, 7, 9 and 12 of that order (see pp. 274 *et seq.*); the dietary table for casuals (see p. 279); the tasks of work for casuals in force for the time being (see p. 281); s. 7 of the Pauper Inmates Discharge and Regulation Act, 1871 (omitting the provisoes to that section) (see p. 283); s. 44 of the Divided Parishes and Poor Law Amendment Act, 1876 (see p. 20); and s. 5 of the Casual Poor Act, 1882 (see p. 20).

The master must also keep suspended:—

In the dining-hall and day-rooms of the workhouse, and in such other suitable places as may be selected by the guardians, the dietary tables in Form A of Schedule B to the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900 (see p. 497); and

In each sick ward of the workhouse the scales of dietary for the sick prescribed by the medical officer under Art. 4 of the above-named order (see p. 490).

VISITING COMMITTEE.

Art. 148.—The guardians shall appoint one or more *Visiting Committees* from their own body, and each of such committees shall carefully examine the workhouse or workhouses of the union

once in every week at the least, inspect the last reports of the chaplain and medical officer, examine the stores, afford, so far as is practicable, to the inmates an opportunity of making any complaints, and investigate any complaints that may be made to them.

“The Board attach the greatest importance to the careful and punctual discharge of the prescribed duties by the visiting committee, as it is upon their supervision that the efficient management of the workhouse must mainly depend. If the workhouse be carefully examined once at least in every week; the books of the medical officer and chaplain inspected; the stores examined; and if an opportunity of stating any complaint they may have to make be afforded to the inmates, no irregularity can long remain unnoticed; while, if the queries in the visitors’ book are answered, not as a matter of form, but after careful inquiry, the guardians would have before them, from time to time, full information upon all material facts connected with the state of the workhouse and its management.” (*Memo., June, 1895, 25 Ann. Rep. L. G. Bd., p. 121.*)

Sect. 24 of the Poor Law Act, 1847, enacts that “In all cases where boards of guardians neglect to appoint a visiting committee for the purpose of visiting the workhouse of the union, or when three months shall have elapsed during which such committee shall have neglected to visit such workhouse, the Poor Law Commissioners shall be required to appoint a visitor, not being one of the guardians, at a salary to be fixed by them, to be paid out of the general fund of the union: Provided always that the appointment of any such paid visitor shall cease at the expiration of three calendar months next after the appointment of any visiting committee by the guardians, subject, nevertheless, to his reappointment in case of any repetition of such neglect of the guardians or visiting committee as aforesaid.”

10 & 11 Vict.
c. 109.

Art. 149.—The visiting committee shall from time to time write such answers as the facts may warrant to the following queries, which are to be printed in a book, entitled the VISITORS’ BOOK, to be provided by the guardians, and kept in every workhouse for that purpose, and to be submitted regularly to the guardians at their ordinary meetings:—

Q. 1.—Is the workhouse, with its wards, offices, yards and appurtenances, clean and well ventilated in every part?—and is the bedding in proper order?—if not, state the defect or omission?

“In replying to this query, the committee should satisfy themselves whether there is any structural defect in any part of the house; whether painting or limewashing is required; whether the wards are clean and provided with such conveniences as lockers or shelves, so that they may be kept in proper order; whether there is any defect in the construction of the sanitary arrangements, or in the general sewerage of the house; whether the yards are defective as airing courts or places of recreation. The attention of the visiting committee should be carefully directed to the subject of ventilation, which should be effected by special means, apart from the usual means of doors, windows, and fire-places, and should be so arranged that each ward should be brought into uninterrupted

communication with the open air. Although it is the duty of the medical officer to report to the guardians any defect that may exist in the means of ventilation, yet it is most desirable that the visiting committee should satisfy themselves by inspection that there is no defect under this head. A piece of cocoa-fibre matting or other material, or a mattress, should be placed between the bedstead and the bed. A sufficient supply of blankets, sheets, bedroom furniture and conveniences should be provided."* (*Memo., June, 1895, 25 Ann. Rep. L. G. Bd., p. 121.*)

Q. 2.—Do the inmates of the workhouse, of all classes, appear clean in their persons, and decent and orderly in their behaviour, and is their clothing regularly changed?

"Before replying to this query, the committee should satisfy themselves that sufficient means for ensuring personal cleanliness are provided; that a convenient lavatory, as well as baths, with water laid on, and supplied with towels, soap and combs, are accessible to each class; also that there is a sufficient supply of clothing to enable all the inmates to have the requisite change." (*Ibid., p. 122.*)

Q. 3.—Are the inmates of each sex employed and kept at work as directed by the guardians, and is such work unobjectionable in its nature?—if any improvement can be suggested in their employment, state the same?

"Suitable occupation should be provided for all inmates who are capable of doing any work, and the visiting committee should satisfy themselves, by inquiry from the officers and the inmates, that the work is so provided, and that it is unobjectionable in its character." (*Ibid.*)

Q. 4.—Are the infirm of each sex properly attended to, according to their several conditions?

"The visiting committee cannot satisfactorily answer this question without personally communicating with the aged and infirm inmates in their several wards. As a general rule it will be desirable that the officers of the workhouse should not be present at interviews between the visiting committee and the inmates." (*Ibid.*)

Q. 5.—Are the boys and girls in the school properly instructed as required by the regulations of the Commissioners, and is their industrial training properly attended to?

Q. 6.—Are the young children properly nursed and taken care of, and do they appear in a clean and healthy state?—Is there any child not vaccinated?

"In every workhouse in which there are several children too young to attend school, a separate nursery, dry, spacious, light and well ventilated, should be

* "To facilitate inquiry and to ensure an accurate record being kept of the furniture, bedding, linen, crockery, books, etc., assigned to each ward, an inventory of these articles should be printed for each, and placed in a conspicuous position in the ward. This will be found especially desirable in the sick wards. The number of beds for [which] each ward is limited may be also conveniently recorded in the same manner. (See Query No. 14.)"

provided, and should be suitably furnished. In no case should the care of young children be entrusted to infirm or weak minded inmates. Unless young children are placed under responsible supervision they cannot be said to be 'properly taken care of,' and the committee should never fail to make careful inquiry under this head." (*Ibid.*)

Q. 7.—Is regular attendance given by the medical officer?—Are the inmates of the sick wards properly tended?—Are the nurses efficient?—Is there any infectious disease in the workhouse?

"The workhouse medical relief book should always be inspected by the committee, and every attendance which is given otherwise than by the medical officer in person should be noticed in order that the guardians may ask for an explanation. The committee will generally be able to ascertain, by freely communicating with the inmates in the sick wards, and by inquiry from the medical officer and the master and matron, whether the sick are properly attended to, and the nursing is sufficient. Provision should be made for night nursing. In answering the question—Is there any infectious disease in the workhouse? the committee should satisfy themselves as to whether efficient means exist for separating infectious from other cases, and every defect should be brought under the notice of the guardians." (*Ibid.*)

Q. 8.—Is there any dangerous lunatic or idiot in the workhouse?

By s. 54 (1) of the Lunacy Act, 1890, the visiting guardians "shall once at least in each quarter enter in a book, to be provided and kept by the master of the workhouse, such observations as they may think fit to make respecting the diet, accommodation and treatment of the lunatics or alleged lunatics in the workhouse." (See p. 704.) 53 Vict. c. 5.

Q. 9.—Is divine service regularly performed?—Are prayers regularly read?

"The committee should ascertain from the chaplain's book whether divine service is regularly performed. The guardians would, of course, be desirous of affording to the inmates an opportunity of attending the place of worship of the religious persuasion to which they belong. The duty of reading prayers, according to Art. 124, should be discharged either by the master or the school-master." (*Memo., June, 1895, l.c.*)

Q. 10.—Is the established dietary duly observed? and are the prescribed hours of meals regularly adhered to?

"As there is no subject upon which complaints are more frequently made by inmates of workhouses than their dietary, careful inquiry should always be made from the inmates of the several classes before the committee reply to this question, and the committee should ascertain not only whether there is any complaint as to the quantity and quality of the food, but as to the hours and mode of serving it. As the committee would doubtless frequently visit the workhouse either during the hours of meals or while meals were being prepared, they would have an opportunity of ascertaining whether there was any ground of complaint, either as to the preparation of the food, or its mode of distribution. This should be especially noticed with reference to the sick." (*Ibid., p. 123.*)

Q. 11.—Are the provisions and other supplies of the qualities contracted for?

“The committee should never fail to visit the store-rooms and inspect the stores, and ascertain whether the delivery of articles of consumption by contractors takes place at sufficiently short intervals.” (*Ibid.*)

Q. 12.—Is the classification properly observed according to Arts. 98 and 99.

“In answering this question the committee should not be satisfied with a formal reply, which is too frequently given, that the classification is observed ‘as far as possible,’ or ‘as far as the arrangements of the house allow,’ but should specify every deviation from Arts. 98 and 99.” (*Ibid.*)

Q. 13.—Is any complaint made by any pauper against any officer, or in respect of the provisions or accommodation?—if so, state the name of the complainant, and the subject of the complaint.

“The Board desire to repeat here the suggestion already made that the fullest opportunity should be given to the inmates of all classes to state any complaint they may have to make, and for this purpose the committee should communicate with them not in the presence of the officers.” (*Ibid.*)

In their circular letter of September 27th, 1866, the Poor Law Board say it appears to them very desirable that the inmates of workhouses who may have complaints to make should have full information how and where to make them, so as to insure attention; and they suggest that a printed notice should be hung up in each ward or room to the effect that any inmate who has a complaint to prefer should either address it in writing to the clerk, or verbally to some member of the visiting committee when on his rounds through the workhouse. They further suggest that a book should be kept in which an entry of all such complaints should be made, together with a record of the steps taken by the guardians in consequence. (19 *Rep. P. L. Bd.*, p. 41.)

By Art. 208 (26) it is the duty of the master to bring before the visiting committee or the guardians any pauper inmate desirous of making a complaint or application to the guardians.

Q. 14.—Does the present number of inmates in the workhouse exceed that fixed by the Poor Law Commissioners?

“In replying to this question the committee should ascertain not merely whether the total number for which the workhouse is certified has been exceeded, but whether the number of any one class exceeds the accommodation available for it.” (*Memo.*, June, 1895, *l.c.*)

*Visitation of
Workhouses
Order.
Jan. 26th,
1893.*

Art. 1.—Any guardian of the poor may, at any time, visit and examine any part of any workhouse of the union or separate parish of which he is a guardian.

Art. 2.—Any board of guardians may, if they think fit, from time to time by resolution appoint one or more committee or committees, consisting of persons of the female sex, whether members of the board of guardians or not, whose duty it shall

be to visit and examine the parts of the workhouse or workhouses of the union or separate parish in which female paupers or pauper children are maintained, and to report to the board of guardians any matter which may appear to the committee to need attention.

Provided that the proceedings, term of office, and duties of any such committee shall be subject to such rules and regulations as the board of guardians may from time to time prescribe.

Provided also that the appointment of such a committee shall not in any way affect the duty of the board of guardians to appoint one or more visiting committees as required by the orders now in force, nor the powers and duties of any such visiting committee.

"The term 'workhouse,' as used in the order, is intended to include any infirmary, school or other similar establishment in the occupation of the guardians." (*Circ. Letter, January 28th, 1893, 23 Rep. L. G. Bd., p. 62.*)

"The power of justices to visit, inspect and examine workhouses conferred by 30 Geo. 3, c. 49, is saved by s. 43 of the Poor Law Amendment Act [1834] 4 & 5 Will. 4, c. 76. in a workhouse under the regulations of the Commissioners; and moreover an additional power of enforcing the observance of these regulations is given to justices by the same section. The powers of the other persons mentioned in 30 Geo. 3, c. 49, appear to cease in a workhouse under the regulations of the Commissioners by the operation of the Poor Law Amendment Act" [1834]. (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 123.*)

REPAIRS AND ALTERATIONS OF THE WORKHOUSE.

Art. 150.—The guardians shall, once at least in every year, and as often as may be necessary for cleanliness, cause all the rooms, wards, offices and privies belonging to the workhouse to be limewashed.

*Consolidated
General
Order—con-
tinued.*

See Art. 208, No. 24, and 210, No. 13.

Art. 151.—The guardians shall cause the workhouse and all its furniture and appurtenances to be kept in good and substantial repair; and shall, from time to time, remedy without delay any such defect in the repair of the house, its drainage, warmth or ventilation, or in the furniture or fixtures thereof, as may tend to injure the health of the inmates.

"It is the duty of the medical officer to report any defect in the drainage, ventilation, warmth or other arrangement of the workhouse which he may deem to be detrimental to the health of the inmates." (Art. 207, No. 6.) (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs., p. 123.*)

In their circular letter to guardians of August 11th, 1880, the Local Government Board say they think it may be of use to point out a few general principles to be observed in regard to the disposal of sewage from workhouse buildings.

"They would first observe that cesspools should never be allowed to exist if sewers are within an accessible distance.

"The 21st section of the Public Health Act, 1875, authorises the owner or occupier of any premises to drain such premises into the sewers of the district, and the 23rd section gives power to the sanitary authority of any district to require the owner or occupier of any premises which are without a drain sufficient for effectual drainage to make a suitable drain and connect it with the public sewer, provided such sewer be not more than 100 feet distant from the site of the premises.

"If cesspools are rendered necessary by the absence of other proper outfall for drains, it is most important that they should be made absolutely watertight, and be so situated as to be out of the line of the natural drainage of the locality, and as not to endanger the wells or other sources of water supply. They should also be so far distant from buildings as to be incapable of becoming a nuisance to the inmates. Moreover, they should be so placed as to allow of their contents being periodically removed and applied, where practicable, to land under cultivation.

"If there are no sewers available and the circumstances of the locality will permit, it may be possible to dispense with cesspools altogether, and to deal with solid excrement on some dry system, and apply the slop drainage direct to land by way of irrigation. Care, however, must be taken that the land to be irrigated is of adequate size, and possesses the requisite fall and is itself capable of being drained; and whenever the dry earth, pail or ash system for excrement removal is used, it is indispensable that a regular system of superintendence and removal should be organised and rigidly carried out.

"Where drains are connected either with public sewers or with cesspools, it is essential that means should be taken for preventing sewer-air or cesspool-air from ascending into the drains of the building. This may be effected by a water trap in the drain at a point near to the sewer or cesspool, with an opening for ventilation on the side of the trap nearest to the workhouse buildings. Such opening may often be in the form of a manhole giving access to the drain.

"With regard to the ordinary drains themselves, which should be formed of impervious pipes, they should in no case whatever pass under or be within any building.

"If surface water has to be conveyed away from the floor of any building such as a washhouse, for example, it should pass by means of surface channels to gully gratings outside. In the same way every pipe for carrying off waste water, whether from a bath, lavatory or sink, or the overflow pipe from a cistern, should be taken through an external wall and discharge visibly in the open air over a channel leading to a gully grating outside communicating with the drains.

"The drains should be laid in direct line and uniform gradient between the points where they change direction or gradient, and at these points it is convenient to provide means of access to the drains for the purpose of inspection or cleansing.

"Ample means of ventilating the drains of the building by suitable openings at their lower and upper extremities, and of flushing them, should be provided.

"The soil pipe from any watercloset should always be outside the building and be continued up beyond the point of junction with the highest closet, and without diminution of diameter, to some point where it will afford a safe outlet for drain air.

"Where privies of any kind are in use, much care and attention is needed

to prevent them from becoming a nuisance. They should be so arranged as to avoid any considerable accumulation of filth during a lengthened period. Hence the size of the receptacle or pit beneath the seat should be strictly limited, and the filth should be removed therefrom at regular and frequent intervals. Ordinarily, a very moderate capacity should suffice for the receptacle, when fixed, of each privy, whilst if the receptacle be movable, such as a tub or pail, a capacity of more than two cubic feet would be inconvenient. Where fixed receptacles are in use, they ought under no circumstances to be sunk in the ground, but should rather be raised at least three inches above the level of the adjacent ground, and the floor and sides should be made of stone-flagging or other non-absorbent material. The privy receptacle should be so arranged that under no circumstances whatever would rain water be allowed to enter it, and of course no slop water should be emptied into it.

"The Board request that the foregoing remarks may receive the attention of the guardians in so far as they are applicable to the buildings over which they have control." (10 *Rep. L. G. B.* (1880-1), p. 113.)

"S. 23 of the Poor Law Amendment Act [1834] subjects the guardians to the control, orders and regulations of the Commissioners in their expenditure of the money of the ratepayers for the enlargement or alteration of the workhouse." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs.*, p. 123.) 4 & 5 Will. 4,
c. 76.

GOVERNMENT OF THE WORKHOUSE BY THE GUARDIANS.

Art. 152.—We do declare that, subject to the rules and regulations herein contained, the guidance, government and control of every workhouse, and of the officers, servants, assistants and paupers within such workhouse, shall be exercised by the guardians of the union.

See the circular of the Local Government Board of January 29th, 1895, relating to workhouse administration, enclosing extract from a memorandum on "Nursing in Workhouse Sick Wards," by Dr. Downes, dated April, 1892, p. 547.

APPOINTMENT OF OFFICERS.

By s. 7 of the Poor Law Amendment Act, 1868, it is provided that "In case the board of guardians fail for twenty-eight days after receipt of a requisition of the Poor Law Board in that behalf to appoint, either originally or on a vacancy, any officer whom they shall be lawfully required to appoint, the Poor Law Board may, at any time after the expiration of the said term of twenty-eight days, if they think fit, by order under their seal, appoint a fit person to be such officer, and determine the salary or remuneration to be paid to him by such guardians; and the person so appointed shall recover such salary or remuneration by action in a county or other court of law against such guardians, and shall have all the same powers, rights and privileges, and shall discharge all the same duties and incur the same responsibilities, as if the appointment had been duly made by the same guardians." 31 & 32 Vict.
c. 122.

Art. 153.—The guardians shall, whenever it may be requisite, or whenever a vacancy may occur, appoint fit persons to hold the

undermentioned offices, and to perform the duties respectively assigned to them : namely—

1. Clerk to the guardians.

25 & 26 Vict.
c. 103.

Under s. 10 of the Union Assessment Committee Act, 1862, the committee “shall employ the clerk or assistant clerk of the board of guardians as their clerk, with such remuneration for his services as the Poor Law Board shall sanction.”

The remuneration of the clerk to the union assessment committee is to be such as is fixed by the committee and sanctioned by the Local Government Board. The proposal of the committee should be reported to the guardians in order that they may make representations to the Local Government Board if they consider the proposal objectionable. Moreover, the committee cannot themselves make an order upon the treasurer of the union for the payment.

The Local Government Board advise that “as it rests with the committee to state in the first place the amount of remuneration which the clerk should be allowed, they think that the committee should wait until near the end of their year of office before coming to any decision on the subject. They will then, with their knowledge of the extent of the labour which has devolved upon the clerk, and of the time which he has given to the duties, be in a position to form an opinion as to the amount which should be awarded to him. The Board consider that this should be done by the committee each year before quitting office, leaving the committee for the following year to adopt a similar course.” (*Quoted in Glen's Poor Law Orders*, 11 ed., p. 381.)

As regards the duties of the clerk, see Art. 202.

2. Treasurer of the union.

For the duties of the treasurer, see Art. 203.

3. Chaplain.

For the duties of the chaplain, see Art. 211. See also Art. 171. An order of the Poor Law Commissioners for the appointment of a chaplain was resisted by a board of guardians, and was removed into the Court of Queen's Bench by writ of *certiorari*. The judgment of the Court . . . confirmed the validity of the order, and consequently established the power of the Commissioners to direct a board of guardians to appoint as chaplain for the workhouse a clergyman of the Church of England (*Reg. v. Guardians of the Poor for the Braintree Union*, L. J. R., Vol. 10, Part IV.). (7 *Rep. P. L. Comrs.*, 1841, p. 24.)

In their fifth report the Poor Law Commissioners express the opinion “that there will exist circumstances in which from the limited number of inmates of the workhouse and the accommodation which can be afforded in neighbouring places of worship, those who would be prevented by age, bodily infirmity or other circumstances from going to church, would be so few in number as to render it unadvisable to charge the union with the expense of providing divine service on a Sunday by means of a paid chaplain. The Commissioners nevertheless, think that in every case some person should be appointed and paid as chaplain to the union workhouse, in order that he may acquire the right, and undertake the responsibility, of giving spiritual aid and instruction to the sick and to those who cannot go to church; and of superintending the religious instruction of the children who are educated in the workhouse. The Commissioners conceive that a very moderate stipend would be deemed sufficient remuneration for the performance of these functions.”

“In some of such cases the incumbent of the parish wherein the workhouse is situate would probably not find it incompatible with his duties to undertake the superintendence of the workhouse to the extent indicated; and the Commissioners would readily sanction an arrangement of this nature.” (*Suppl. Min.*, June 14th, 1838, 5 *Rep.*, p. 73.)

Power of the Poor Law Board to Remove a Chaplain.

The Poor Law Board required the resignation of the chaplain of a workhouse. He disputed their power, and applied to the Court of Queen's Bench for a writ of *certiorari* to bring up the order of the Board to be quashed. That Court refused the rule. The guardians appointed a successor, “but the late chaplain, being incumbent of the parish in which the workhouse was situated, prohibited the newly appointed chaplain from exercising the duties of his office in the workhouse. As this prohibition was disregarded, he took proceedings in the Episcopal Court of Ely for a breach of ecclesiastical law, and the cause having been removed into the Court of Arches, the judge of that Court, Dr. Lushington, dismissed the cause, holding that the chaplain of a workhouse, appointed to perform the duties assigned to him by the Poor Law Commissioners in their general order, did not require the consent of the incumbent of the parish in which the workhouse is situated to enable him to do so. See *Molyneux v. Bagshaw*, 9 *Jur.* (N. S.) 553.” (15 *Rep. P. L. Bd.*, 1862-3, pp. 19-20.)

4. Medical officer for the workhouse.

For the duties of a medical officer for the workhouse, see Arts. 205 and 207. The Commissioners do not in general object to the medical officer for the workhouse being also the medical officer for a district of the union. (*Circ. Letter*, February 5th, 1842, 8 *Rep. P. L. Comrs.*, p. 124.)

5. District medical officer.

For the duties of a district medical officer, see Arts. 205 and 206. Several of the subsequent articles relate to the conditions of appointment and the remuneration of a district medical officer. See Arts. 157-161, 168, 169, 177-183.

6. Master of the workhouse.

7. Matron of the workhouse.

See Arts. 163 and 167, and, as to the duties of these officers, Arts. 208-210.

8. Schoolmaster.

9. Schoolmistress.

See Art. 167, and, as to the duties of these officers, Art. 212.

10. Porter.

For the duties of the porter, see Art. 214.

11. Nurse.

For the duties of a nurse, see Art. 213.

See also extracts from the Nursing in Workhouses Order at the end of this article.

12. Relieving officer.

For the duties of a relieving officer, see Arts. 215 and 216. See also Art. 164.

By the Appointment of Subordinate Officers Order, September 7th, 1899, p. 483, a relieving officer may, without the consent of the Local Government

Board being required, be appointed by a board of guardians to discharge the duties of collector of the guardians, inquiry officer, registrar of births and deaths, registrar of marriages, or inspector under the Infant Life Protection Act, 1897, for an area wholly comprised within the district for which he acts as relieving officer.

In large unions the relief staff frequently includes some or all of the following: superintendent relieving officer, general relieving officer, cross visitor, pay clerk, assistant relieving officers and clerks. For forms of appointment setting forth the duties of some of these officers, see pp. 587 *et seq.*

13. Superintendent of outdoor labour.

For the duties of this officer, see Art. 217.

and also such assistants as the guardians, with the consent of the Commissioners, may deem necessary for the efficient performance of the duties of any of the said offices.

By the Subordinate Officers Order, September 7th, 1899 (p. 483), the guardians may, without reference to the Local Government Board, appoint, pay, suspend, dismiss, or determine the office of a porter, superintendent of outdoor labour or industrial trainer. The death or resignation of such officers need not be reported, nor the appointment of temporary substitutes, but the dismissal of such officers, and the grounds thereof, must still be reported. A porter, nurse or assistant may be dismissed under Art. 188 of the Consolidated General Order.

*Nursing of
the Sick in
Workhouses
Order.
Aug. 6th,
1897.*

Art. 2.—No person shall be appointed by the guardians to the office of nurse or assistant nurse in the workhouse without having had such practical experience in nursing as may render him or her a fit and proper person to hold such office:

Provided that this article shall not apply in the case of a female assistant nurse in a workhouse where there is a superintendent nurse as required by Article 3 of this order.

Art. 3.—(1.) Where at the commencement of this order the staff of female nurses and assistant nurses in the workhouse consists of three or more persons, the guardians shall either appoint a superintendent nurse or, with our consent, direct that one of the nurses shall be a superintendent nurse.

(2.) Where at the commencement of this order there is not a staff of three female nurses and assistant nurses in the workhouse, but the guardians subsequently propose that there should be such a staff, and also where any superintendent nurse ceases to hold office, the guardians shall appoint a superintendent nurse.

(3.) Any superintendent nurse appointed after the commencement of this order shall, unless we dispense with the requirement, be a person qualified for the appointment by having undergone, for three years at least, a course of instruction in the medical and surgical wards of any hospital

or infirmary being a training school for nurses, and maintaining a resident physician or house surgeon.

Art. 4.—(1.) It shall be the duty of the superintendent nurse to superintend and control the other nurses and assistant nurses in the workhouse in the performance of their duties, but such superintendence and control shall, in all matters of treatment of the sick, be subject to the directions of the medical officer of the workhouse, and in all other matters to the directions of the master or matron of the workhouse; so far as the orders in force in the poor law union and the lawful directions of the guardians may require or permit.

(2.) The provisions of the orders in force in the poor law union applicable to the mode of appointment, remuneration, and tenure of office of a nurse at the workhouse shall apply to every superintendent nurse appointed under this order:

Provided that no such superintendent nurse shall be dismissed without our consent.

Art. 6.—This order shall not apply to any infirmary or school which is under administration separate from the workhouse.

The order is printed in full at p. 351.

As regards the appointment of district nurses by boards of guardians, see the general order of January 27th, 1892, p. 343.

See also the circular letter of January 29th, 1895, on the subject of workhouse administration at p. 547, and Dr. Downes' memorandum on nursing in workhouse sick wards, annexed thereto.

Art. 154.—The officers so appointed to or holding any of the said offices, as well as all persons temporarily discharging the duties of such offices, shall respectively perform such duties as may be required of them by the rules and regulations of the Commissioners in force at the time, together with all such other duties, conformable with the nature of their respective offices, as the guardians may lawfully require them to perform.

*Consolidated
General
Order—con-
tinued.*

Provided always, that every regulation applying to any officer holding his office under this order, shall apply to any officer of the like denomination appointed by the guardians, although such officer may have been appointed before this order shall have come into force.

Art. 1.—The guardians may employ such persons as they shall deem requisite in or about the workhouse or workhouse premises, or on the land occupied for the employment of the pauper inmates of the workhouse, or otherwise in or about the relief of the indoor poor, upon such terms and conditions as shall appear to them to be suitable.

*Assistant
Officers
Order.
Aug. 19th,
1867.*

Art. 2.—So much of any order as would require the guardians to report to this Board the appointment, salary, removal, or discharge of any such person employed by them as aforesaid, or as would provide for the quarterly or other periodical payment of any such person engaged at daily, weekly or monthly wages, or by the piece or job, is hereby rescinded.

See Arts. 155 and 188 of the Consolidated General Order; Arts. 36 and 37 of the General Order for Accounts, and the Monthly Payment of Salaries Order of December 22nd, 1871, inserted after Art. 37 of the General Order for Accounts, p. 256.

Art. 3.—The foregoing articles of this order (except so much thereof as relates to their quarterly or other periodical payments) shall not apply to the following officers or persons; that is to say—

Clerk to the guardians.

Chaplain.

Medical officer for the workhouse and his assistants.

Dispensers and persons engaged in preparing and dispensing medicines.

Master of the workhouse.

Matron of the workhouse.

Porter. See Art. 153.

Nurse and assistant nurses.

Schoolmaster and schoolmistress, and other persons engaged in teaching or instructing pauper children.

Art. 4.—The provisions of the said orders relating to the security to be given by officers shall apply to every person employed under this order.

See Arts. 184-186 of the Consolidated General Order and notes.

Art. 5.—When the guardians propose to make an appointment of any officer, assistant, or servant under any of the orders aforesaid or any other order of the Poor Law Board, they may by special resolution require any candidate to attend personally before their board for examination, and may pay such reasonable expenses incurred by such candidate as they shall deem proper.

Art. 6.—The word “workhouse” shall include every school, infirmary or hospital provided by the guardians for the reception of paupers.

The effect of this order is, with certain exceptions, to dispense with the necessity of reporting, for the approval of the Board, the appointment, removal, discharge and salaries of certain of the officers and servants required for the

management of the indoor poor. It will still, however, be necessary that such report should be made in respect of the appointment of the superior officers required for the relief of this class of poor. (*Circ. Letter, August 20th, 1867, 20 Rep. P. L. Board, p. 75.*)

Under this order the guardians may appoint, pay, remove or discharge, without reference to the Local Government Board, religious instructors to minister to the spiritual wants of such inmates as do not belong to the Church of England.

MODE OF APPOINTMENT.

Art. 155.—Every officer and assistant, to be appointed under this order, shall be appointed by a majority of the guardians present at a meeting of the Board, consisting of more than three guardians, or by three guardians if no more be present. Every such appointment shall, as soon as the same has been made, be reported to the Commissioners by the clerk.

*Consolidated
General
Order—con-
tinued.*

See rule 2 in Part I. of Schedule I. of the Public Health Act, 1875, which is applied to boards of guardians by s. 59 of the Local Government Act, 1894, p. 11.

38 & 39 Vict.
c. 55.

Rule 7 in the schedule provides that every question at a meeting shall be decided by a majority of votes of the members present, and voting on that question. The rule supersedes the provision in the article so far as it is inconsistent with the rule.

56 & 57 Vict.
c. 73.

Three guardians could now only make a valid appointment in a case where that number constituted a quorum.

In the case of some large unions the Local Government Board have issued orders dispensing under certain conditions with the necessity of reporting to the Board the appointment, and of obtaining the Board's approval to the remuneration of each nurse. Such an order does not, however, apply to the appointment of a superintendent nurse. An example of such an order is given at p. 592.

Art. 156.—No appointment to any of the offices specified in Art. 153 shall be made under this order, unless a notice, that the question of making such appointment will be brought before the board, has been given and entered on the minutes, at one of the two ordinary meetings of the board next preceding the meeting at which the appointment is made, or unless an advertisement giving notice of the consideration of such appointment shall have appeared in some public paper by the direction of the guardians at least seven days before the day on which such appointment is made; provided that no such notice or advertisement shall be necessary for the appointment of an assistant or temporary substitute.

“It will not be necessary to advertise the appointment in a newspaper, if notice of the appointment shall have been given at one of the two preceding meetings.” (*Circ. Letter, February 5th, 1842, Rep. P. L. Comrs., p. 125.*)

The Commissioners suggest the expediency of making a bye-law requiring that special notice of every intended election should be sent by the clerk to all

the guardians some days before the day of election. Such a bye-law no longer requires any confirmation.

Art. 157.—The guardians shall not, by advertisement or other public notice, printed or written, invite tenders for the supply of medicines, or for the medical attendance on the paupers of the union, unless such advertisement or notice shall specify the district or place for which such supply of medicines and such attendance is required, together with the amount of salary or other remuneration.

Art. 158.—The guardians may from time to time divide the union into districts for general and medical relief, with the consent of the Commissioners; and on any change in the division of the union into districts for general and medical relief, or in the assignment of relieving officers and medical officers to such districts, the clerk shall report every such change to the Commissioners for their approbation.

*Amendment of
Consolidated
and other
Orders.
Feb. 12th,
1879.*

Art. 2.—Where a change in the extent of the district of a relieving officer appointed after the twenty-eighth day of February, one thousand eight hundred and seventy-nine, or where the transfer of any such relieving officer from one district to another in the same union or separate parish shall be deemed necessary for the more convenient or efficient administration of relief, or otherwise, and he shall decline to acquiesce in such change or transfer, the guardians may, with the consent of the Local Government Board, and after six months' notice in writing signed by the clerk and given to such officer, determine his office.

See also Art. 5 of the Medical Officers Continuance in Office Order of May 25th, 1857, inserted after Art. 191 of the Consolidated General Order.

*Consolidated
General
Order—con-
tinued.*

Art. 159.—The guardians shall not assign to any medical officer a district which exceeds in extent the area of fifteen thousand statute acres, or which contains a population exceeding the number of fifteen thousand persons, according to the then last enumeration of the population published by authority of Parliament.

“The Commissioners are aware that in many districts containing almost exclusively a poor population, even the limit of 15,000 persons may admit of a number of patients too large for the care of one medical officer, especially if the district consist partly of a town and partly of rural parishes. Under such circumstances it would generally be practicable for the guardians to divide the district between two or more duly qualified medical practitioners. In like manner, it may happen that a district consisting of an area less than 15,000 acres may contain a large population, and that the guardians may be able to divide it with advantage; the Commissioners therefore do not by the limits fixed imply that no district is objectionable, or that every district will be

sanctioned by them, which is within these limits." (*Circ. Letter, March 12th, 1842, 8 Ann. Rep. P. L. Comrs., p. 140.*)

Art. 160.—Provided that if it be impracticable, consistently with the proper attendance on the sick poor, for the guardians to divide the union into districts containing respectively an area and population less than is specified in Art. 159, then and in such case the guardians shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which in their opinion make it necessary to form a district exceeding the said limits, and shall transmit a copy of such minute to the Commissioners for their consideration, and if the Commissioners signify their approval thereof to such guardians, then and in such case, but not otherwise, such guardians may proceed to assign the said district to a medical officer.

Art. 161.—Provided also that the limit of fifteen thousand statute acres, prescribed in Art. 159, shall not apply to any medical district situate wholly or in part within the principality of Wales; but no medical district situate wholly or in part within that principality shall be assigned to any medical officer residing more than seven miles from any part of any parish included within such district, unless such district shall have been specially sanctioned by the Commissioners in the same manner as is directed in Art. 160.

The limitation as to area and population prescribed in Art. 159 does not apply to any union or separate parish in the metropolis (order of December 13th, 1871), and the limitation as to population does not apply to the parish of Liverpool (order of June 14th, 1844) nor to that of Toxteth Park (order of June 25th, 1859).

QUALIFICATION OF OFFICERS.

Art. 162.—No person shall hold the office of clerk, treasurer, master or relieving officer under this order, who has not reached the age of twenty-one years.

Art. 163.—No person shall hold the office of master of a workhouse, or matron of a workhouse having no master, unless he or she be able to keep accounts.

Art. 164.—No person shall hold the office of relieving officer unless he be able to keep accounts, and unless he reside in the district for which he may be appointed to act, devote his whole time to the performance of the duties of his office, and abstain from following any trade or profession, and from entering into any other service.

Art. 165.—No person shall hold the office of nurse who is not able to read written directions upon medicines.

See Art. 2 of the Nursing of the Sick in Workhouses Order, August 6th. 1897, p. 352.

Art. 166.—Provided always that the guardians may, with the consent of the Commissioners previously obtained, but not otherwise, dispense with any of the conditions specified in Arts. 162, 163, 164 and 165.

Art. 167.—No person shall be appointed to the office of master, matron, schoolmaster, schoolmistress, porter or relieving officer, under this order, who does not agree to give one month's notice previous to resigning the office, or to forfeit one month's amount of salary, to be deducted as liquidated damages from the amount of salary due at the time of such resignation.

Art. 168.—

This article was rescinded by the following order, which substitutes other provisions:—

*Qualification
of Medical
Officers
Order.
Dec. 10th,
1859.*

Art. 1.—After the said first day of March next, no person shall be qualified to be appointed to the office of medical officer under any of the orders above referred to, unless he shall be registered as aforesaid [*i.e.* under the Medical Act of 1858], and shall be qualified by law to practise both medicine and surgery in England and Wales, such qualification being established by the production to the board of guardians of a diploma, certificate of a degree, licence or other instrument, granted or issued by competent legal authority in Great Britain or Ireland, testifying to the medical or surgical, or medical and surgical, qualification or qualifications of the candidate for such office.

Arts. 2 and 3 are obsolete.

Art. 4.—Nothing herein contained shall apply to the regulations contained in the general order of this Board, bearing date the twenty-fifth day of May, one thousand eight hundred and fifty-seven, which relate to the appointment or employment in special cases of persons not fully qualified.

See after Art. 191 of Consolidated General Order.

The Poor Law Commissioners in the circular letter of January 3rd, 1860, accompanying the order, say—"The alteration in the law effected by 'the Medical Act of 1858' has removed the previous restrictions upon persons possessed of qualifications emanating from authorities out of England, and has enabled the persons registered under that Act to practise, according to their respective qualifications, medicine or surgery, or medicine and surgery, in any part of Her Majesty's dominions. The Board have therefore deemed it advisable to modify the provisions of the General Consolidated Order, and to enable any person who can establish his qualification to practise both medicine and surgery by the production of proper testimonials, issued by a competent legal authority in any part of the United Kingdom, to be a candidate for the office of medical

officer in the unions to which the order is directed." "The order . . . does not interfere with the registration of the officer, which is an additional requisite imposed by the . . . Medical Act of 1858." (12 *Rep. P. L. Bd.*, pp. 40-41.)

The said Act provided that after a certain date no person should hold any appointment as a physician, surgeon or other medical officer in any house of industry, parochial or union workhouse or poorhouse, parish union, or other public establishment, body or institution, unless he were registered under the said Act.

See also the Medical Act, 1886, 49 & 50 Vict. c. 48.

Art. 169.—Provided always that if it be impracticable, consistently with the proper attendance on the sick poor, for the guardians to procure a person residing within the district in which he is to act, and duly qualified in one of the four modes recited in Art. 168, to attend on the poor in such district, or that the only person resident within such district, and so qualified, shall have been dismissed from office by the Commissioners, or shall be unfit or incompetent to hold the office of medical officer, then and in such case the guardians shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which, in their opinion, make it necessary to employ a person not qualified as required by Art. 168, and shall forthwith transmit a copy of such minute to the Commissioners for their consideration; and the Commissioners may permit the employment by such guardians of any person duly licensed to practise as a medical man, although such person be not qualified in one of the four modes required by Art. 168.

*Consolidated
General
Order—con-
tinued.*

Art. 170.—Provided also that the guardians may, with the consent of the Commissioners, continue in office any medical officer duly licensed to practise as a medical man already employed by any such guardians, although such medical officer may not be qualified in one of the four modes required by Art. 168.

The references to the qualifications required by Art. 168 in this and the preceding article must be read as referring to the provisions of the Qualification of Medical Officers Order of December 10th, 1859, substituted for that article.

Art. 171.—No person shall hold the office of chaplain under this order without the consent of the bishop of the diocese to his appointment, signified in writing.

"The consent of the bishop will be obtained by the guardians and forwarded by their clerk to the Commissioners." (*Circ. Letter, February 5th, 1842, 8 Rep. P. L. Comrs.*, p. 125.)

The "consent" here required must not be confounded with a licence such as is contemplated by the Private Chapels Act, 1871. See note to Art. 211.

REMUNERATION OF THE OFFICERS.

Art. 172.—The guardians shall pay to the several officers and assistants appointed to or holding any office or employment under this order, such salaries or remuneration as the Commissioners may from time to time direct or approve.

Provided that the guardians, with the approval of the Commissioners, may pay to any officer or person employed by such guardians a reasonable compensation on account of extraordinary services, or other unforeseen circumstances connected with the duties of such officer or person or the necessities of the union.

51 & 52 Vict.
c. 41.

In their circular letter of January 10th, 1889, the Local Government Board say: "Under s. 26 [of the Local Government Act, 1888] the guardians are to receive [from the councils of counties and county boroughs] after the 31st of March, 1889, an annual sum for the costs of the officers of the union and of any district school to which the union contributes; and, until Parliament otherwise determines, the annual sum to be thus paid to them is to be such sum as the board certify to have been expended by the guardians during the financial year ending the 25th of March, 1888, on the salaries, remuneration, and superannuation allowances of such officers (other than teachers in poor law schools), and on drugs and medical appliances. The salaries and remuneration of teachers in poor law schools are to be excluded from the new grant, because the guardians under s. 24 (2) (a) will receive payments from the council of the county or county borough, as the case may be, in lieu of the grants at present paid by the board in respect of the remuneration of these officers; such payments being calculated on the like principles and subject to the like conditions as heretofore." (18 *Ann. Rep.*, 1888-9, p. 44.)

The grant under s. 26 is a fixed sum. Hence, until Parliament otherwise determine, any increase in the salary of an officer (other than a teacher in a poor law school) will, after March 25th, 1888, be a charge upon the funds of the union. With regard to the payment by county councils in respect of the remuneration of teachers in poor law schools and of industrial trainers, see the circular letter of June 14th, 1889 (19 *Ann. Rep. L. G. Bd.*, p. 2), in which the Board also direct attention to sub-s. (2) (b) of s. 24 of the Local Government Act, 1888, which requires the county councils to pay to the guardians the school fees paid for pauper children sent from a workhouse to a public elementary school outside the workhouse, a provision rendered applicable to the councils of county boroughs by s. 34 (1) of the Act. The letter will be found at p. 539.

See also the circular letter of the Local Government Board, dated August 9th, 1884 (14 *Rep.*, p. 31), relating to rules for calculating grants to teachers in workhouse and district schools, at p. 537; also the letter of January 21st, 1890 (20 *Rep. L. G. Bd.*, p. 30), relating to the grant under certain conditions of parchment certificates to teachers in poor law schools, at p. 543.

The inspection of educational work in poor law schools was transferred to the Board of Education on April 1st, 1904. See circular letter of March 14th, 1904, p. 56.

The sanction of the Board to the payment of a gratuity under the proviso to

this article is still required in the case of the following officers :—Collector of the guardians, collector of poor rates, inquiry officer, porter, industrial trainer and superintendent of outdoor labour, although such sanction is no longer required to the appointment, payment, dismissal, etc., of such officers. (*Subordinate Officers Order, Art. 2 (1), p. 484.*)

Unless an agreement to that effect be made at the time of the appointment of any workhouse officer, no part of his family is to be maintained within the workhouse. Where the Local Government Board sanction the residence in the workhouse of one or more children of an officer, they require rations to be assigned to them from the workhouse stores, and the cost of such rations to be repaid to the guardians by the officer. The rations must be reasonably sufficient, but the guardians need not report the details to the Board. Under ordinary circumstances the Board think children of officers should cease to reside at the workhouse at the age of fourteen, and if the guardians in any case wish this period to be prolonged, they should report to the Board the special circumstances of the case.

“With regard to the provisions consumed by the officers of the workhouse, the Commissioners understand that where the officers are dieted by the guardians, they are not themselves empowered to order or receive from a tradesman provisions of a quality different from those ordered by the guardians for the use of the house.” (*Circ. Letter, February 5th, 1842, 8 Ann. Rep. P. L. Comrs., pp. 125-6.*)

Art. 173.—The salary of every officer or assistant appointed to, or holding, any office or employment under this order, shall be payable up to the day on which he ceases to hold such office or employment, and no longer.

See Art. 175 of this order, also Arts. 36 and 37 of the general order for accounts, and the general order for monthly payment of salaries (December 22nd, 1871), p. 256.

Art. 174.—If no remuneration or salary be expressly assigned to the treasurer, the profit arising from the use of money from time to time left in his hands shall be deemed to be the payment of his services.

See Art. 203.

Art. 175.—An officer who may be suspended, and who may without the previous removal of such suspension be dismissed by the Commissioners, shall not be entitled to any salary from the date of such suspension.

Art. 176.—The guardians shall not pay to any officer bound to account, to be hereafter appointed, who may have been removed, or who may be under suspension from his office, any salary claimed by such officer until his accounts shall have been audited by the auditor.

Art. 177.—No salary of any district medical officer shall include the remuneration for operations and services of the following classes performed by such medical officer in that capacity for any out-door

pauper, but such operations and services shall be paid for by the guardians, according to the rates specified in this article.

£ s. d.

1. Treatment of compound fractures of the thigh	}	5	0	0
2. Treatment of compound fractures or compound dislocation of the leg - - - - -				
3. Amputation of leg, arm, foot or hand - - -				
4. The operation for strangulated hernia - - -				
5. Treatment of simple fractures or simple dislocations of the thigh or leg - - - - -	}	3	0	0
6. Amputation of a finger or toe - - - - -				
7. Treatment of dislocations or fractures of the arm -		1	0	0

The above rates shall include the payment for the supply of all kinds of apparatus and splints.

“The above payments are limited to operations on out-door poor, and do not include those performed in the workhouse.” They “are intended to cover not only the operation, but also the attendances after the operation.” (*Circ. Letter, March 12th, 1842, 8 Ann. Rep. P. L. Comrs., p. 141.*)

See also Art. 181.

11 & 12 Vict.
c. 110.

By the Poor Law Amendment Act, 1848, s. 2, . . . “it shall be lawful for the guardians of any union, if they think proper, to pay for any medical or other assistance which shall be rendered to any poor person on the happening of any accident, bodily casualty or sudden illness, although no order shall have been given for the same by them or any of their officers, or by the overseers.”

Payment for Administration of Anæsthetics.—The Board recommend that, “under ordinary circumstances, a case in which a serious operation is required should not be treated in a workhouse, or at the patient’s home, but should be sent to a public hospital. When, however, the latter course is not practicable, or when the operation is not of a serious character, the Board are prepared, in any case where an anæsthetic has been required, to consider an application from the guardians for sanction to the payment to the medical officer of a reasonable sum in respect of any assistance which it was necessary for him to obtain in connection with the administration of the anæsthetic, or of any other cost incurred in connection with its use.” (*Circ. Letter of L. G. Bd., November 1st, 1894, 24 Ann. Rep., p. 10.*)

Art. 178.—

The general order of June 10th, 1875, rescinded Art. 178, and by Art. 2 substituted another article or proviso. The general order of February 12th, 1879, by Art. 4 rescinded the said Art. 2, and substituted the following regulation:—

Art. 4.— * * * * *

*Amendment of
Consolidated
and other
Orders.
Feb. 12th,
1879.*

After the twenty-eighth day of February, one thousand eight hundred and seventy-nine, no district medical officer shall, except in cases of sudden accident immediately threatening life, be entitled to receive the remuneration prescribed by the firstly before recited orders [Art. 177 of the Consolidated General Order] for any amputation unless, before

performing it, he shall have obtained, at his own cost, the advice of some person who shall be registered under the Medical Act of 1858, and shall be qualified by law to practise in England and Wales, either medicine or surgery, or both; and unless he shall produce to the guardians a certificate from such person stating that, in his opinion, it was right and proper that such amputation should be then performed.

21 & 22 Vict.
c. 90.

Art. 179.—Provided also that if, in any case, the patient has not survived the operation more than thirty-six hours, and has not required and received several attendances after the operation by the medical officer who has performed the same, such medical officer shall be entitled only to one-half of the payments respectively prescribed above.

*Consolidated
General
Order—con-
tinued.*

Art. 180.—Provided also, that if several of the fees specified in Art. 177 become payable with respect to the same person at the same time, and in consequence of the same cause or injury, the medical officer shall be entitled only to one of such fees, and if they be unequal, to the highest.

Art. 181.—In any surgical case not provided for in Art. 177, which has presented peculiar difficulty, or required and received long attendance from the district medical officer, the guardians may make to the said medical officer such reasonable extra allowance as they may think fit, and the Commissioners may approve.

Art. 182.—In cases in which any medical officer, either for the workhouse or a district, shall be called on by order of a person legally qualified to make such order to attend any woman in or immediately after childbirth, or shall, under circumstances of difficulty or danger, without any order, visit any such woman actually receiving relief, or whom the guardians may subsequently decide to have been in a destitute condition, such medical officer shall be paid for his attendance and medicines by a sum of not less than ten shillings, nor more than twenty shillings, according as the guardians may agree with such officer.

Art. 183.—Provided that in any special case in which great difficulty may have occurred in the delivery, or long subsequent attendance in respect of some puerperal malady or affection may have been requisite, any district medical officer shall receive the sum of two pounds.

SECURITY OF THE OFFICERS.

Art. 184.—Every treasurer, master, matron of a workhouse in which there is no master, collector or relieving officer, every person

hereafter appointed as clerk, and every other officer whom the guardians shall require so to do, shall respectively give a bond conditioned for the due and faithful performance of the duties of the office with two sufficient sureties, not in the case of any security to be hereafter entered into, being officers of the same union; and every officer who shall have entered into any such security shall give immediate notice to the guardians of the death, insolvency or bankruptcy of either of such sureties, and shall, when required by the guardians, produce a certificate, signed by two householders, that his sureties are alive, and believed by them to be solvent, and such officer shall supply a fresh surety in the place of any such surety who may die or become bankrupt or insolvent.

As the security is given in pursuance of the regulations of the Commissioners (now Local Government Board), the instrument by which it is given is exempt from stamp duty. (*See 4 & 5 Will. 4, c. 76, s. 86, and Circ. Letter of April 22nd, 1842, 8 Rep. P. L. Comrs., p. 167.*)

See also Arts. 86 and 87 of this order, and the article of the order of May 5th, 1877, substituted for Art. 51 of the General Order for Accounts, January 14th, 1867, p. 265.

Art. 185.—*Provided that the guardians may, if they think fit, take the security of any society or company expressly authorised by statute to guarantee or secure the faithful discharge of the duties of such officers.*

This proviso was extended by the Officers Securities Order of January 21st, 1871; and the restrictions in Art. 185, and in that order, were removed by the Guarantee Securities, etc., Order of February 2nd, 1872, which provided :—

*Guarantee
Securities,
&c., Order.
Feb. 2nd,
1872.*

Art. 1.—That the guardians of any such unions, parishes, or townships as aforesaid [*i.e.* those to which the general orders of July 24th, 1847; December 8th, 1847; January 21st, 1871, and divers separate orders, were addressed] may accept, as a security for any officer appointed by them, and required to give security by any of the orders above referred to, the guarantee of any company or association which shall undertake to guarantee the good conduct of such officers, *and shall give their guarantee in a security the form whereof shall have been, or shall be, approved by the Poor Law Board or the Local Government Board under their seal.*

The condition imposed by the words in italics was removed by the order of October 29th, 1903, as follows :—

*Order of
Oct. 29th,
1903.*

Art. 1.—In this order the expression “the guardians” means the board of guardians of any poor law union in England and Wales; the expression “a joint committee” means any joint committee of the guardians of any poor law unions combined in pursuance of s. 8 of the Poor Law Act, 1879, and the

expression "the managers" means the board of management of any district school formed under the Poor Law Amendment Act, 1844, and the Acts amending the same, or the board of management of any asylum district formed under the Metropolitan Poor Act, 1867.

Art. 2.—(1.) Subject to the provisions of this order, so much of any order issued by us as requires that the security which may be given by any company or association by way of guarantee for the good conduct of any officer appointed by the guardians, a joint committee, or the managers, shall be one the form whereof shall have been or shall be approved by the Poor Law Board or the Local Government Board under their seal, shall cease to have effect.

(2.) Nothing in this order shall apply to or affect any security which has heretofore been given, and of which the form has been approved as aforesaid; and the approval of any such security shall have effect as if this order had not been made.

In some cases guardians have sought to pay the premiums upon the guarantee policies taken out by such of their officers as are required to give security, and the Local Government Board have approved of the arrangement upon the understanding that the payments will be regarded as part of the remuneration of the officers.

The Board's opinion has also been sought as to whether it is competent to the guardians to take out a "collective policy" for all the accounting officers in a union, and the reply has been that in view of the order of October 29th, 1903, it is for the guardians themselves to determine whether the security afforded by some form of collective policy would be satisfactory to them; but that the Board consider it doubtful whether the requirements of Art. 184, under which every officer is required to give security, would be satisfied by the acceptance by the guardians of a policy to which the officer was not a party.

Art. 186.—Provided also, that the guardians may, with the consent of the Commissioners, dispense with such security in the case of any banking firm acting as treasurer, or in the case of a treasurer being a banker or partner of such firm.

*Consolidated
General
Order—con-
tinued.*

See Arts. 2 and 4 of the order of November 28th, 1903, p. 530.

CONTINUANCE IN OFFICE AND SUSPENSION OF OFFICERS— SUPPLY OF VACANCIES.

Art. 187.—Every officer appointed to or holding any office under this order, other than a medical officer, shall continue to hold the same until he die or resign, or be removed by the Commissioners, or be proved to be insane, to the satisfaction of the Commissioners.

The following regulation now applies to the officers therein mentioned:—

*Amendment of
Consolidated
and other
orders.
Feb. 12th,
1879.*

Art. 1.—(1.) Every master, matron, schoolmaster and schoolmistress of a workhouse, and every relieving officer, appointed after the twenty-eighth day of February, one thousand eight hundred and seventy-nine, shall continue to hold office until he or she die, or resign, or be dismissed by the guardians, subject to the consent of the Local Government Board, or by the Local Government Board, or be proved to be insane by evidence which that Board shall deem sufficient.

Provided that the guardians may, with the like consent, determine the appointment of any such officer at any time before, or at the expiration of the first year of his or her service, by giving to the officer three months' previous notice in writing, signed by their clerk, of such their intention.

"The effect of these alterations will be to enable the Board, in cases where charges of misconduct are made against such officers, to accept without local inquiry the decision of the guardians, and also to render the appointments of persons to the beforementioned offices subject to a period of probation."
(*Circ. Letter, February 14th, 1879, 9 Rep. L. G. Bd., p. 6.*)

*Consolidated
General
Order—con-
tinued.*

Art. 188.—Provided always that every porter, nurse, assistant or servant may be dismissed by the guardians without the consent of the Commissioners; but every such dismissal, and the grounds thereof, shall be reported to the Commissioners.

The latter part of this regulation was inserted in order to enable the Board to judge whether a person so dismissed from one union should be allowed to hold office in another. But now by the Subordinate Officers Order of September 7th, 1899, the appointment of porter no longer need be reported to the Board, nor under the Assistant Officers Order of August 19th, 1867, need the appointment or discharge of persons employed in or about the relief of the indoor poor be reported; and, although it is still necessary to report the dismissal of a porter, the power of the Board to prevent his appointment in another union is no longer what it was.

Art. 189.—If any master or matron hereafter appointed be husband and wife, and one of them should be dismissed by order of the Commissioners, or should otherwise vacate his or her office, or should die, the other or survivor shall, at the expiration of the then current quarter, cease to hold his or her office of master or matron as the case may be.

*Amendment of
Consolidated
and other
Orders—con-
tinued.
Feb. 12th,
1879.*

The following regulation extends the above article:—

Art. 1.—(2.) In every case where both the master and matron are appointed after the twenty-eighth day of February, one thousand eight hundred and seventy-nine, and whether they

be husband and wife or not, the termination of the office of either of them by death, resignation, insanity or dismissal as aforesaid shall render the office of the other vacant at the expiration of the then current quarter.

Art. 190.—No officer of a workhouse who may have been dismissed by any order of the Commissioners shall, after such dismissal, remain upon the workhouse premises, or enter therein for the purpose of interfering in the management of such workhouse, unless the Commissioners have consented to his subsequent appointment to an office in such workhouse, under the provisions of the said first-recited Act, or to his temporary employment therein.

*Consolidated
General
Order—con-
tinued.*

Art. 191.—*Every medical officer duly appointed shall, unless the period for which he is appointed be entered on the minutes of the guardians at the time of making such appointment, or be acknowledged in writing by such medical officer, continue in office until he may die or resign, or become legally disqualified to hold such office, or be removed therefrom by the Commissioners.*

This article was rescinded by order of February 15th, 1855, which was itself rescinded by the Medical Appointments Order of May 25th, 1857, except so far as it rescinded any part of former orders, and except so far as it applied to officers appointed prior to June 24th, 1857, from which date the new order came into force.

Art. 1.—Every medical officer of a workhouse duly qualified at the time of his appointment according to the regulations of the Poor Law Board then in force, shall hold his office until he shall die, or resign, or be proved to be insane by evidence which the Poor Law Board shall deem sufficient, or become legally disqualified to hold such office, or be removed by the Poor Law Board.

*Medical
Appointments
Order.
May 25th,
1857.*

Art. 2.—Every district medical officer duly qualified as aforesaid at the time of his appointment, and then being, or within two months after his appointment becoming, resident within the district for which he shall be appointed to act, shall hold his office until he shall die, or resign, or be proved to be insane in the same manner as in the previous article, or become legally disqualified to hold such office, or be removed by the said Board, or cease to reside within such district.

Art. 3.—If a medical officer not fully qualified or not resident within his district at the time of his appointment, or within two months thereof, shall afterwards complete his qualification or become resident within such district, as the case may be, the guardians may, upon such completion of his qualification or becoming resident respectively, after giving such

notice as would be necessary in respect of an appointment in case the office were vacant, pass a resolution empowering such medical officer to hold his office for the time specified in Art. 2, and if they transmit a copy of such resolution to the Poor Law Board, and if that Board consent, such officer, being so duly qualified and resident, shall be entitled thenceforth to hold such office accordingly.

Art. 4.—If the guardians shall elect a district medical officer, whether duly qualified as aforesaid or otherwise, not residing within his district at the time of his appointment, and not becoming resident therein within two months after it, or shall elect as such medical officer a person not duly qualified as aforesaid, but licensed to practise medicine, and residing within his district at such time, the guardians shall employ as a district medical officer such person not residing within his district, or such person not duly qualified as aforesaid (as the case may be), for such time only as the Poor Law Board shall approve of or direct; and when the guardians shall make any such election as in this article specified, they shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which in their opinion make it necessary to employ such person not residing within the district in which he is to act, or not duly qualified as aforesaid, and forthwith transmit a copy of such minute to the said Board for their consideration.

Art. 5.—Where a change in the extent of the district of a medical officer shall be deemed necessary for the more convenient supply of medical relief to the poor, or otherwise for the general benefit of the union or incorporation, and he shall decline to acquiesce therein, the guardians may, with the consent of the Poor Law Board, but not otherwise, and after six months' notice in writing, signed by their clerk, given to such medical officer, determine his office.

Art. 6.—Provided, that nothing herein contained shall prevent the guardians in any case of emergency, or under any special circumstances, from appointing one or more medical officers to act temporarily for such time and upon such terms as the Poor Law Board shall approve.

Art. 7.—When any medical officer shall cease to hold his office under any of the provisions herein contained, the guardians shall proceed to make a new appointment to the office rendered vacant, in the manner prescribed by the regulations of the Poor Law Commissioners or Poor Law Board in force at the time, unless by reason of any change in the extent of

the district such office as previously constituted shall become unnecessary.

Art. 8.—If the guardians shall have given notice to determine the continuance in office of any medical officer under this order, and the Poor Law Board shall have consented thereto, the guardians may appoint a successor to such officer at any time subsequent to their receiving such consent; provided that nothing herein contained shall prevent such officer from being re-appointed if otherwise eligible.

Art. 192.—The guardians may at their discretion suspend from the discharge of his or her duties any master, matron, schoolmaster, schoolmistress, medical officer, relieving officer or superintendent of outdoor labour; and the guardians shall, in case of every such suspension, forthwith report the same, together with the cause thereof, to the Commissioners; and if the Commissioners remove the suspension of such officer by the guardians, he or she shall forthwith resume the performance of his or her duties.

*Consolidated
General
Order—con-
tinued.*

The suspension of a superintendent of outdoor labour need no longer be reported to the Local Government Board. (*Appointment of Subordinate Officers Order, September 7th, 1899, p. 484.*)

Respecting the salaries of officers suspended or dismissed, see Arts. 175 and 176.

There is no power for guardians to suspend a clerk, chaplain, treasurer or superintendent nurse.

Art. 193.—If any officer, or assistant, appointed to or holding any office or employment under this order be at any time prevented, by sickness or accident or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may pay him a reasonable compensation for his services; and every such appointment shall be reported to the Commissioners as soon as the same shall have been made.

The appointment of a temporary substitute for a porter, industrial trainer or superintendent of outdoor labour need no longer be reported to the Local Government Board. (*Appointment of Subordinate Officers Order, September 7th, 1899, p. 484.*)

See Art. 200 as to the substitute for a medical officer, in case of his absence from home or other hindrance to his personal attendance.

Art. 194.—The vice-chairman, or some guardian to be appointed by the guardians, may perform any of the duties assigned to the clerk until any vacancy in the office shall have been filled, or until a substitute be appointed in the case of the sickness, accident or absence of the clerk.

Art. 195.—When any officer may die, resign, or become legally disqualified to perform the duties of his office, the guardians shall, as soon as conveniently may be after such death, resignation or disqualification, give notice thereof to the Commissioners and proceed to make a new appointment to the office so vacant in the manner prescribed by the above regulations.

As to the mode of appointment, see Arts. 155 and 156.

The death or resignation of a collector of the guardians, a collector of poor rates, a porter, assistant teacher for the purpose of industrial instruction or superintendent of outdoor labour need not be reported. (*Subordinate Officers Order of September 7th, 1899, p. 483.*)

Art. 196.—If any officer give notice of an intended resignation to take effect on a future day, the guardians may elect a successor to such officer, in conformity with the above regulations, at any time subsequent to such notice.

A notice of resignation, if unconditional, does not require acceptance by the guardians to render it complete.

Art. 197.—In the case of any medical officer who holds his office for a specified term, the guardians may provide for the continuance of such office, or appoint his successor, within the three calendar months next before the expiration of such term.

PERSONAL DISCHARGE OF DUTIES.

Art. 198.—In every case not otherwise provided for by this Order, every officer shall perform his duties in person, and shall not entrust the same to a deputy, except with the special permission of the Commissioners on the application of the guardians.

The chaplain will not be entitled to perform his duties in the workhouse by his curate without the consent of the guardians. (*Circ. Letter, February 5th, 1842, 8 Ann. Rep. P. L. Comrs., p. 126.*)

Art. 199.—Every medical officer shall be bound to visit and attend personally, so far as may be practicable, the poor persons entrusted to his care, and shall be responsible for the attendance on them.

Art. 200.—Every medical officer shall, as soon as may be after his appointment, name to the guardians some legally qualified medical practitioner to whom application for medicines or attendance may be made, in the case of his absence from home, or other hindrance to his personal attendance, and who will supply the same at the cost of such medical officer, and the name and residence of every medical practitioner so named shall be forwarded by the

clerk to each relieving officer and to the overseers of every parish in the district of such medical officer.

“If any medical officer has a partner or assistant who is a duly qualified medical man, he may name such partner or assistant under this article. . . . The medical officer will be considered by the Commissioners as responsible for the skill and diligence of the person named by him as a substitute.” (*Circ. Letter, March 12th, 1842, 8 Rep. P. L. Comrs., pp. 141-142.*)

See also 21 Rep. P. L. Bd., p. 31, with reference to the employment of unqualified assistants.

DUTIES OF THE OFFICERS.

Art. 201.—And we do hereby define and specify the duties of the several officers appointed to, or holding their offices under, this order, and direct the execution thereof to be as follows:—

DUTIES OF THE CLERK.

Art. 202.—The following shall be the duties of the clerk:—

No. 1. To attend all meetings of the board of guardians, and to keep punctually minutes of the proceedings at every meeting, to enter the said minutes in a book, and to submit the same so entered to the presiding chairman at the succeeding meeting for his signature.

By Art. 15 of the General Order for Accounts the clerk is to enter in the minute book a statement of the books and accounts examined by him (see Art. 25 of that order), and of all orders drawn on the treasurer, and of monies paid and received, and all minutes relating to the allocation or division of charges, or any other pecuniary transaction of the board of guardians.

No. 2. To keep, check and examine all accounts, books of accounts, minutes, books and other documents as required of him by the regulations of the Commissioners, or relating to the business of the guardians, and from time to time to produce all such books and documents, together with the necessary vouchers, and the bonds of any officers, with any certificates relating thereto, which may be in his custody, to the auditor of the union, at the place of audit, and at the time and in such manner as may be required by the regulations of the Commissioners.

See Arts. 86, 87 and 203 (5) of this order with respect to the custody and production of bonds.

No. 3. To peruse and conduct the correspondence of the guardians according to their directions, and to preserve the same, as well as all orders of the Commissioners, and letters received, together with copies of all letters sent, and all

letters, books, papers, and documents belonging to the union, or entrusted to him by the guardians, and to make all necessary copies thereof.

No. 4. To prepare all written contracts and agreements to be entered into by any parties with the guardians, and to see that the same are duly executed, and to prepare all bonds or other securities to be given by any of the officers of the union, and to see that the same are duly executed by such officers and their sureties.

No. 5. To receive all requisitions of guardians for extraordinary meetings, and to summon such meetings accordingly; and to make, sign and send all notices required to be given to the guardians, by this or any other order of the Commissioners.

See Arts. 34 and 35 as to extraordinary meetings.

No. 6. To countersign all orders legally made by the guardians on overseers for the payment of money, and all orders legally drawn by the guardians upon the treasurer.

If a cheque correct in form be drawn by the guardians in respect of a payment which the clerk believes to be illegal, and if, after stating his views to the guardians, they still desire that the cheque should be countersigned by him, the clerk may countersign it without being open to censure.

No. 7. To ascertain before every ordinary meeting of the board, the balance due to or from the union, in account with the treasurer, and to enter the same in the minute book.

No. 8. At the first meeting of the guardians in each quarter, to lay before the guardians, or some committee appointed by them, the non-settled poor account, and the non-resident poor account, posted in his ledger to the end of the preceding quarter; and to take the directions of the guardians respecting the remittance of checks or post-office orders to the guardians of any other union or parish, or the transmission of accounts due from other unions or parishes, and requests for payment.

As regards the non-resident and non-settled poor account, see Art. 16 of the General Order for Accounts, p. 214. See, too, Arts. 77-80 of this order.

No. 9. Within fourteen days from the close of each quarter, to transmit by post all accounts of relief administered in the course of the preceding quarter to non-settled poor to the guardians of the unions and parishes on account of which such relief was given: and to state in every account so transmitted the names and classes of the several paupers to whom the relief in question has been administered.

No. 10. To communicate to the several officers and persons engaged in the administration of relief within the union all orders and directions of the Commissioners, or of the guardians, and, so far as may be, to give the instructions requisite for the prompt and correct execution of all such orders and directions, and to report to the guardians any neglect or failure therein which may come to his knowledge.

No. 11. *This article is rescinded, and other provisions substituted by the following :—*

Art. 3.—To conduct all applications by or on behalf of the guardians to any justice or justices at petty or special sessions, or out of sessions, and, if he be an attorney or solicitor, to perform and execute, without charge for anything beyond disbursements, all legal business connected with the union, or in which the guardians shall be engaged, except prosecutions at the assizes or quarter or general sessions, or Central Criminal Court, all other proceedings at the said quarter or general sessions, actions and other proceedings in the superior courts of law, suits and other proceedings in the superior courts of equity, and parliamentary business.

*Consolidated
Order
Amendment
Order.
Feb. 26th,
1866.*

Although the clerk be not an attorney or solicitor, he may, if duly empowered by the board of guardians, “make or resist any application, claim or complaint, or take and conduct any proceedings on behalf of such board before any justice or justices of the peace at petty or special sessions or out of sessions.” (*Poor Law Amendment Act, 1844, s. 68.*)

7 & 8 Vict.
c. 101.

The order from which the above article is taken was issued by reason of the passing of the Union Chargeability Act, 1865, which transferred the right of obtaining orders of removal from the overseers to the board of guardians of a union. In the circular letter of February 28th, 1866, accompanying the order, the Poor Law Board note that questions of fact and law which arise out of the removal and settlement of the paupers of the union, will now fall within the scope of the clerk's duties, and that if he be an attorney, he must undertake the conduct of the litigation which may arise out of them. The Divided Parishes and Poor Law Amendment Act, 1876, by s. 25, enabled the Local Government Board to authorise the board of guardians of a parish “to apply for orders of removal and to defend appeals against any such orders obtained, in the place of the overseers, and with the like powers and subject to the like liabilities as guardians of a union are entitled or are subject to in respect of such orders.” Orders to the foregoing effect have been issued to several parishes in which relief to the poor is administered under a separate board of guardians.

28 & 29 Vict.
c. 79.

39 & 40 Vict.
c. 61.

The duty of the clerk to make inquiries into settlement cases may be assigned to, and carried out by, a properly appointed assistant clerk.

Art. 4.—He shall take care in every case that his bill for legal business against the guardians shall be duly taxed before the same shall be paid.

7 & 8 Vict.
c. 101.

The Taxation of Bills of Costs Order of November 21st, 1844, refers to the Poor Law Amendment Act, 1844, which, by s. 39, provided thus: "On application of any overseer, or of any board of guardians, or of any attorney-at-law, it shall be the duty of the clerk of the peace of the county or place, or his deputy, if thereunto required, to tax any bill due to any solicitor or attorney in respect of business performed on behalf of any parish or union situate wholly or in part within such county or place; and the allowance of any sum on such taxation shall be *primâ facie* evidence of the reasonableness of the amount, but not of the legality of the charge; and the clerk of the peace shall be allowed for such taxation after the rate to be fixed from time to time by the Master of the Crown Office, and declared by an order of the said Commissioners; and if any such bill be not taxed before it is presented to the auditor, the auditor's decision on the reasonableness as well as the legality of the charges shall be final." The order proceeds: And whereas the Master of the Crown Office has fixed the rate of allowance to the clerk of the peace in respect of such taxation as herein declared: Now therefore we, the Poor Law Commissioners, in pursuance of the statute aforesaid do hereby declare that the clerk of the peace of every county or place in England or Wales shall be allowed for the taxation of every bill due to any solicitor or attorney, in respect of business performed on behalf of any parish or union after the rate of *fourpence per sheet*, or folio, of *seventy-two* words each.

By letter of April 8th, 1857 (10 *Rep. P. L. Bd.*, p. 34), the Board again transmitted a copy of this order to the several clerks of the peace, requesting their attention to its terms in the event of their being called upon hereafter to tax such bills.

*Consolidated
General
Order—con-
tinued.*

No. 12. To prepare and transmit all reports, answers, or returns as to any question or matter connected with or relating to the administration of the laws for the relief of the poor in the union, or to any other business of the union, which are required by the regulations of the Commissioners, or which the Commissioners, or any assistant commissioner, may lawfully require from him.

The general inspectors of the Local Government Board are the successors and representatives of the officials here termed assistant commissioners. As to their powers, see note to Art. 28.

No. 13. To conduct duly and impartially, and in strict conformity with the regulations in force at the time, the annual or any other election of guardians.

56 & 57 Vict.
c. 73.

The election of guardians is now regulated by Part II. of the Local Government Act, 1894, and by orders of the Local Government Board made thereunder. For these orders, see pp. 354, 393.

No. 14. To observe and execute all lawful orders and directions of the guardians applicable to his office.

In their circular letter of June 24th, 1897, the Local Government Board (27 *Rep.*, p. 25) refer to the desirability of securing that, in the case of lunatics

removed from the workhouse to an asylum, the guardians should be enabled to compare the report of the medical officer of the asylum as to the condition of the patient as regards bruises, marks of violence, etc., on his admission to the asylum, with the record by the medical officer of the workhouse as to the patient's condition prior to removal from the workhouse; and they recommend that, in all cases, a written notice of the result of the personal examination by the medical officer of the asylum should be asked for by the relieving officer or other person engaged in the removal of the lunatic; that the relieving officer or other person should be required by the guardians to transmit the notice he may receive to the clerk to the guardians, and that the clerk should be instructed to compare the notice so given with the record by the medical officer of the workhouse of his examination of the person of the lunatic, immediately before discharge from the workhouse, in accordance with the Board's circular letters of August 1st, 1870, and June 1st, 1896; and that where the circumstances appear to render it desirable, in consequence of any difference between the notice from the asylum authorities and the record of the medical officer of the workhouse, the clerk should bring the matter under the attention of the guardians. See p. 561.

As to the duty of the clerk to register apprentices, see note to Art. 53.

For other duties of the clerk, see the General Order for Accounts of January 14th, 1867, and the Union Assessment Committee Act, 1862 (25 & 26 Vict. c. 103). Also the extracts at p. 719 from the rules made by the Commissioners in Lunacy, June 26th, 1895.

DUTIES OF THE TREASURER OF THE UNION.

Art. 203.—The following shall be the duties of the treasurer of the union:—

No. 1. To receive all moneys tendered to be paid to the guardians, and to place the same to their credit.

No. 2. To pay out of any moneys for the time being in his hands belonging to the guardians all orders for money which shall be drawn upon him, in conformity with Art. 84, when the same shall be presented at the house or usual place of business of the treasurer, and within the usual hours of business.

“The treasurer ought not to allow his account with the guardians to be overdrawn; and if he advances money to them, he does so at his own risk, as the guardians cannot legally borrow money for their current expenses upon the security of the rates, or pay interest upon money so borrowed.” (*Circ. Letter of April 22nd, 1842, 8 Rep. P. L. Comrs., p. 166.*)

As to the form of order, see the general order of April 7th, 1857, following Art. 84 of this order, and Art. 3 of the order of November 28th, 1903, in the notes following the first-named order.

No. 3. To keep an account, under the proper dates, of all moneys received and paid by him as such treasurer, to balance the same at Lady Day and Michaelmas in every year, and to

render an account of such moneys to the guardians when required by them to do so.

See Arts. 18 and 53 of the General Order for Accounts, pp. 221, 226. Art. 18 directs the account in the treasurer's book to be balanced quarterly.

No. 4. Whenever there are not funds belonging to the guardians in his hands as treasurer of the union, to report in writing the fact of such deficiency to the Commissioners.

In their circular letter to treasurers of April 7th, 1857, the Poor Law Board say they find this regulation has been frequently overlooked by treasurers. The Board attach much importance to the regulation, and trust that it may be carefully attended to in future. (*10 Ann. Rep. P. L. Bd.*, p. 32.)

No. 5. To submit a proper account, together with the bonds of any officers which may be in his custody, to the auditor at the place of audit, and at the time and in such manner as may be required by the regulations of the Commissioners.

See Art. 87 of this order, and Art. 18 of the General Order for Accounts, p. 221. Also s. 47 of the Poor Law Amendment Act, 1834.

No. 6. To receive the moneys payable to him as treasurer of the union, under any Act of Parliament or other authority of law.

"Money in the treasurer's hands, arising from the sale of parish property, ought not to be appropriated without an order under the seal of the Commissioners." See 5 & 6 Will. 4, c. 69, s. 3. (*Circ. Letter, April 22nd, 1842, 8 Rep. P. L. Comrs.*, p. 168.)

In the opinion of the Commissioners of Inland Revenue, receipts given by the treasurers of boards of guardians on the payment to them by overseers of the poor of contributions ordered by the guardians, are exempt from stamp duty by virtue of s. 86 of the Poor Law Amendment Act, 1834. (*Circ. Letter, March 24th, 1854, 7 Rep. P. L. Bd.*, p. 16.)

Art. 204.—Provided that the regulations in Art. 203 shall not be applicable to cases in which the governor and company of the Bank of England may act as treasurer of the union or bankers to the guardians.

DUTIES OF A MEDICAL OFFICER.

As to the personal discharge of the duties by a medical officer, see Art. 199, and as to the nomination of a deputy, see Art. 200.

Art. 205.—The following shall be the duties of every medical officer appointed by the guardians, whether he be the medical officer for a workhouse or for a district:—

No. 1. To give to the guardians, when required, any reasonable information respecting the case of any pauper who is or has been under his care; to make any such written report relative

to any sickness prevalent among the paupers under his care, as the guardians or the Commissioners may require of him; and to attend any meeting of the board of guardians when requested by them to do so.

No. 2. To give a certificate respecting children whom it is proposed to apprentice, in conformity with Arts. 59 and 61.

No. 3. To give a certificate under his hand in every case to the guardians, or the relieving officer, or the pauper on whom he is attending, of the sickness of such pauper or other cause of his attendance, when required to do so.

No. 4. In keeping the books prescribed by this order, to employ, so far as is practicable, the terms used or recommended in the regulations and statistical nosology issued by the Registrar-General; and also to show when the visit or attendance made or given to any pauper was made or given by any person employed by himself.

Art. 3.—Every medical officer appointed by the guardians after the twenty-eighth day of February, one thousand eight hundred and seventy-nine, whether for a district or a workhouse, shall immediately upon the occurrence of any case of contagious, infectious or epidemic disease of a dangerous character amongst the pauper patients under his care, give notice thereof to the clerk of the sanitary authority of the urban or rural sanitary district, as the case may be, within which he acts as medical officer, or to the medical officer of health of such authority.

*Amendment of
Consolidated
and other
Orders.
Feb. 12th,
1879.*

He shall also furnish from time to time to the medical officer of health of such sanitary authority such information with respect to the cases of sickness and the deaths amongst the pauper patients under his care as the Local Government Board may direct, and whenever the Local Government Board shall make regulations for all or any of the purposes specified in section 134 of the Public Health Act, 1875, he shall observe such regulations as far as the same relate to or concern his office.

38 & 39 Vict.
c. 55.

The section of the Public Health Act, 1875, referred to is as follows:—

“Whenever any part of England appears to be threatened with or is affected by any formidable epidemic, endemic, or infectious disease, the Local Government Board may make and from time to time alter and revoke regulations for all or any of the following purposes; namely—

(1) For the speedy interment of the dead; and

(2) For house to house visitation; and

(3) For the provision of medical aid and accommodation, for the promotion of cleansing, ventilation and disinfection, and for guarding against the spread of disease;

and may by order declare all or any of the regulations so made to be in force within the whole or any part or parts of the district of any local authority, and

to apply to any vessels, whether on inland waters or on arms or parts of the sea within the jurisdiction of the Lord High Admiral of the United Kingdom, or the commissioners for executing the office of the Lord High Admiral for the time being, for the period in such order mentioned; and may by any subsequent order abridge or extend such period."

See also the Public Health Act, 1896 (59 & 60 Vict. c. 19).

DUTIES OF A DISTRICT MEDICAL OFFICER.

*Consolidated
General
Order—con-
tinued.*

Art. 206.—The following shall be the duties of a district medical officer [in addition to those prescribed in the foregoing article]:—

No. 1. To attend duly and punctually upon all poor persons requiring medical attendance within the district of the union assigned to him, and according to his agreement to supply the requisite medicines to such persons, whenever he may be lawfully required to furnish such attendance or medicines by a written or printed order of the guardians, or of a relieving officer of the union, or of an overseer.

By Art. 227 (*q.v.*) the word "medicines" when used in this order includes all medical and surgical appliances.

In their letter of April 12th, 1865 (18 *Rep. P. L. Bd.*, p. 23), the Board, in pursuance of the recommendation of the Select Committee on Poor Relief, 1864, that "in future cod liver oil, quinine and other expensive medicines shall be provided at the expense of the guardians," request the guardians to consider whether this cannot be brought about, and suggest:—

1. That a store of cod liver oil might be provided at the workhouse, or at some other convenient places of deposit in the union, and supplied to the sick poor, through the relieving officers, as wine or other extras recommended by the medical officers are now supplied.

2. That quinine and other expensive medicines might be supplied, either by an order of the medical officer on a chemist, or by the medical officer himself, the cost in either case being defrayed by the guardians.

Medicines intended to be so supplied should be specified and excepted from the provisions of the medical contract.

The following have been classed as "expensive medicines":—

Cod liver oil	Antiseptic surgical dressings
Quinine	Serum preparations (anti-diphtheritic,
Iodide of potassium	anti-streptococcic, tetanic, typhoid)
Bromide of potassium	Cocaine
Tincture of digitalis	Phenacetin
Antipyrine	Trional
Salicylate of sodium	Leeches
	Linseed poultices

"If by the terms of the medical officer's appointment he is required to supply medicines to the sick poor, it is his duty to supply the medicines which he prescribes in such a state that they admit of being conveyed to his pauper patients. If the medicine is fluid, he must supply a bottle or some other vessel; if solid, a box, etc. He may, however, require the paupers to preserve

them, and return them when done with. Medical officers are not bound by any regulation in this order to forward, or cause to be forwarded, to the residences of the sick paupers the medicines which they may prescribe. If the paupers are able to go themselves for the medicine, or if they can send any member of their family or any other person, they may reasonably be expected to do so. In general the medical officers co-operate in forwarding the medicines, so far as the means of sending medicine in their general practice may be available without incurring additional expense. But if the paupers themselves are unable to go or send for the medicines, and if the medical officers cannot forward them without employing special messengers for the purpose, it becomes the duty of the relieving officer to provide for the conveyance of the medicines to the paupers, who must in no case be left without the medicine prescribed for them by the medical officer." (*Glen's P. L. Orders*, 11th ed., p. 399.)

A district medical officer may be called upon to attend a destitute patient in an infectious hospital in his district in which medical attendance is not provided, though the patient may have been removed to the hospital from the district of another district medical officer.

No. 2. On the exhibition to him of a ticket, according to Art. 76, and on application made on behalf of the party to whom such ticket was given, to afford such medical attendance and medicines as he would be bound to supply if he had received in each case an order from the guardians to afford such attendance and medicines.

The ticket referred to is that furnished to every person whose name is inserted in the list prepared, in accordance with Art. 75, of "all such aged and infirm persons, and persons permanently sick and disabled, as may be actually receiving relief," and "residing within the district of each medical officer of the union," a copy of which is to be furnished to each such officer.

No. 3. To inform the relieving officer of any poor person whom he may attend without an order.

See Art. 215, No. 4.

No. 4. To make a return to the guardians at each ordinary meeting, in a book prepared according to the form marked (P.) hereunto annexed, and to insert therein the date of every attendance, and the other particulars required by such form, in conformity with Art. 205, No. 4.

Provided, however, that the medical officer may, with the consent of the guardians, but not otherwise, make the entries which he is directed to make in such book on detached sheets of paper, according to the same form, and cause the same to be laid before the guardians at every ordinary meeting, instead of such book; and the guardians shall, in that case, cause such sheets to be bound up at the end of the year.

Form P. by the Amending Order of February 26th, 1866.

RELIEF BOOK.

Week ending _____ day of _____ 18 .							Week ending _____ day of _____ 18 .							Observations.		
Days when attended, or when medicines were furnished.*						Neces- saries ordered to be given to the Patient.	Present State or Termin- ation of the Case.	Days when attended, or when Medicines were furnished.*							Neces- saries ordered to be given to the Patient.	Present State or Termin- ation of the Case.
S.	M.	T.	W.	Th.	F.			Sat.	S.	M.	T.	W.	Th.			

Surgery or Medical Officer's residence by the Letter (S). Medicines supplied without seeing the patient, is to be entered in *red* ink.

follows this article, and by the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900. See p. 486.

No. 1. To attend at the workhouse at the periods fixed by the guardians, and also when sent for by the master or matron.

No. 2. To attend duly and punctually upon all poor persons in the workhouse requiring medical attendance, and according to his agreement to supply the requisite medicines to such persons.

By Art. 227 the word "medicines" when used in this order includes all medical and surgical appliances.

In most workhouses of any size the guardians themselves now supply all "medicines."

No. 3. To examine the state of the paupers on their admission into the workhouse, and to give the requisite directions to the master according to Arts. 91 and 92.

See Art. 10 of the Workhouse Regulation (Dietaries and Accounts) Order, p. 497.

No. 4. To give directions and make suggestions as to the diet, classification and treatment of the sick paupers, and paupers of unsound mind, and to report to the guardians any pauper of unsound mind in the workhouse whom he may deem to be dangerous, or fit to be sent to a lunatic asylum.

No. 6. To report in writing to the guardians any defect in the diet, drainage, ventilation, warmth or other arrangements of the workhouse, or any excess in the number of any class of inmates, which he may deem to be detrimental to the health of the inmates.

The reports required by Nos. 6 and 7 are to be entered in the "Workhouse Medical Report Book." See Art. 1 of the order of April 4th, 1868, following this article.

No. 7. To report in writing to the guardians any defect which he may observe in the arrangements of the infirmary, and in the performance of their duties by the nurses of the sick.

No. 8. To make a return to the guardians, at each ordinary meeting, in a book prepared according to the form (Q.) hereunto annexed, and to insert therein the date of every attendance, in conformity with Art. 205, and the other particulars required by such form to be inserted by the medical officer, and to enter in such return the death of every pauper who shall die in the workhouse, together with the apparent cause thereof.

RELIEF BOOK.

(B.) To be filled up by the Master of the Workhouse, with the Articles actually given.

Quantity of Provisions consumed.								Extras Provided.					
Bread.	Meat.	Bacon.	Cheese.	Rice.	Oatmeal.	Milk.		Ale.	Porter.	Wine.	Brandy.	Gin.	Remarks.
lbs.	lbs.	lbs.	lbs.	lbs.	lbs.	pints.		pints.	pints.	pints.	pints.	pints.	

diet. No. 2. Full diet. No. 3. Low diet. No. 4. Fever diet.

be entered in this book, since their ordinary diet will appear in the "Daily Prothe Commissioners, bearing date the 17th day of March, 1847.*

January 14th, 1867. See Art. 19 (8) and Schedule E. of that order.

The number of the paupers on each description of the dietaries and according to the several sexes, is to be carried by the master at the close of each week to a summary at the end of the book to be prepared in the following form :—

WEEKLY SUMMARY.								
No. of the Dietary.	Description of Classes in the Diet Table.	Number of Patients each Day.						Collective Number of Days.
		S.	M.	T.	W.	Th.	F.	S.
1	House Diet.—Males ..							
	Females.....							
2	Full Diet. — Males ..							
	Females.....							
3	Low Diet. — Males ..							
	Females.....							
4	Fever Diet.—Males ..							
	Females							
	Total Number of Sick Paupers...							

In a memorandum enclosed with a circular letter of June 10th, 1897, the Board specially point out that it is the duty of district medical officers and medical officers of workhouses and infirmaries to enter in their medical relief books (with all the particulars indicated) the occurrence of ophthalmia of new-born children in cases under their care. The Board also give extracts from p. xiv. of the Report of the Royal Commission on the Blind, etc., 1889, on the subject of the disease referred to, and request that medical officers will furnish each midwife or nurse acting under their directions with such written instructions as they may deem necessary to give effect to these recommendations of the Royal Commission. (26 Rep. L. G. Bd., 1897-8, p. 24.)

The memorandum will be found in full at p. 561.

No. 9. To enter in the commencement of such book, according to the form marked (R.) hereunto annexed, the proper dietary for the sick paupers in the house in so many different scales as he shall deem expedient.

For Form R. see opposite page.

With respect to dietaries generally, see the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, p. 486, which to a certain extent supersedes this requirement.

Additional Duties.—Medical Officer of Workhouse.

Art. 1.—He shall keep a book, to be termed “*The Workhouse Medical Officer’s Report Book*” (to be supplied by the guardians), in which he shall enter in writing, duly and punctually and under the correct dates, every report required by the said orders to be made by him to the board of guardians as to the defects in the diet, drainage, ventilation, warmth and other arrangements of the workhouse; as to any excess in the number of any class of inmates which he may deem to be detrimental to health; as to every defect which he may

*Workhouse
Medical
Officers
Order.
April 4th,
1868.*

FORM R,

DIETARY * FOR SICK PAUPERS.										
No. 1.	House diet being the ordinary diet for the paupers in the house.									
No. 2.		Breakfast.		Dinner.					Supper.	
	Full diet ...									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
	Males									
	Females ...									
3		Breakfast.		Dinner.					Supper.	
	Low diet ...									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
	Males									
	Females ...									
4		Breakfast.		Dinner.					Supper.	
	Fever diet...									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
	Males									
	Females ...									
<p>N.B.—Sugar, arrowroot, sago, butter, milk, wine, spirits, porter and beer are in all cases to be treated as extras, to be expressly ordered when required, and the quantity is to be then specified in the proper column of this book.</p>										

* If thought proper by the Medical Officer, any additional number of Dietaries may be introduced, and numbered consecutively.

observe in the arrangements of the infirmary or sick wards, and in the performance of their duties by the nurses of the sick; and, further, a report of any other matter which, in the discharge of the duties of his office, he shall consider to require the attention of the guardians; and also such recommendations relating to any of the matters aforesaid as he may think it right to submit to the said guardians.

Art. 2.—He shall cause this book to be delivered to the clerk to the guardians in sufficient time to allow it to be laid before the board of guardians at the ordinary meeting held at or next following the date of the report, and to be produced to

the visiting committee, and to the inspectors of the Poor Law Board, when they shall require to see it.

Art. 3.—He shall enter on a card, to be affixed at or near the head of the bed of every patient upon whom he shall be in attendance, all medical or other extras which he shall deem necessary to be supplied.

The proper use of bed cards in every case the Board deem of much importance; it is a safeguard, both to the nurses and their patients, that all directions of the medical officer should be given in writing. It is desirable that these cards should, in great measure, show the history and treatment of each case, and they should be carefully preserved. (*Circ. Letter, January 29th, 1895, 25 Rep. L. G. Bd., p. 109.*)

The following is a good specimen of a bed card:—

BED CARD.

Consecutive No. _____

To be affixed at or near head of patient's bed unless the medical officer otherwise direct. If not so affixed at head, to be taken care of by the nurse in charge of the patient and produced to the medical officer when required.

Ward _____

Name of Patient _____	Residence _____
Age _____ Calling _____	Name and address of nearest known relative } _____
Religious creed _____	or friend _____
Date of admission to workhouse _____	Date of admission to sick ward* _____

DIET.			EXTRAS.			NOTES.
Date when ordered.	No. of Diet.	Date when discontinued.	Date when ordered.	Article.	Date when discontinued.	Of attendances or observations which the Medical Officer may desire to record.

The entries in the heading down to * to be made by master or other authorised officer; all other entries to be made by the medical officer in his own handwriting.

If the patient is wholly dieted on extras, "nil" is to be inserted in the column for number of diet.

The date to be inserted whenever the diet is changed or whenever any extra is ordered or discontinued.

The dates of the periodical revision of diets and extras are to be inserted, whether any change is directed or not.

Nurse in charge of case to inquire of each admission or the relatives if entries down to * are correct.

Every person when removed to sick wards to take one of these cards with the entries down to * duly and correctly filled in.

N.B.—Every new entry of diet or of extras respectively cancels all preceding entries in either column, whether such entries be struck out or not.

The following is to be printed on the back of the card :—

HISTORY OF CASE AND RECORD OF TREATMENT.

[Space for entries to be left here.]

Disease { On admission _____
Subsequent to admission _____
" " " _____

Date of discharge or death _____

Termination of case _____

In the event of death the apparent cause thereof

Primary _____ Secondary _____

Signature of Medical Officer,

Date _____

Art. 4.—He shall report in writing to the Poor Law Board the case of every sudden and every accidental death which may occur in the workhouse within twenty-four hours after he shall receive information of the same, and the cause of the death so far as he is able to explain it.

In their circular letter of June 19th, 1882, the Local Government Board say they are “desirous that whenever there is an outbreak of small-pox or any other dangerous infectious disease in a workhouse, the fact should immediately be reported to them by the medical officer, with a statement showing what provision has been made for the isolation and treatment of the patients, and for preventing the spread of the disease among the inmates.”

Art. 5.—*This article is rescinded by the order of August 24th, 1869, and the following provision substituted :—*The medical officer for the workhouse shall, in addition to the reports required to be made from time to time under Article No. 1 of the said last-recited order [April 4th, 1868], report specially to the guardians on or about the first day of January and the first day of July in every year upon the several matters set forth in the statement contained in the said last-recited order, and such reports shall be entered in or preserved with the medical officer’s report book.

The following is the form of statement in the order of April 4th, 1868, altered so as to accord with the foregoing provision.

STATEMENT OF THE MEDICAL OFFICER FOR THE WORKHOUSE.

To the Guardians of the

_____ Union [Incorporation or Parish],
_____ Workhouse.

Statement of the Medical Officer for the above-named workhouse, for the half-year ended on the _____ day of _____, 186 _____, in answer to the following inquiries in reference to the said workhouse.

1. Is there sufficient ventilation and warmth?
2. Has the accommodation during the preceding six months for the several classes of sick been sufficient?

3. Are the arrangements for cooking and distribution of food, as regards the sick, satisfactory?
4. Is the nursing satisfactorily performed?
5. Is there a sufficient supply of towels, vessels, bedding, clothing and other conveniences for the use of the sick inmates?
6. Are the medical appliances sufficient and in good order?
Are there any water-beds or rack bedsteads? and, if so, are they sufficient in number and in good order?
7. Are the lavatories and baths sufficient and in good order?
8. Are the supply and distribution of hot and cold water sufficiently provided for?

(Signed) _____ *Medical Officer,*
at _____
this _____ day of _____ 186 _____

Art. 6.—The word “guardians” in this order shall be taken to include any governor, director, manager, acting guardian, vestryman or other officer in a parish or union appointed or entitled to act as manager of the poor, and in the distribution of the relief to the poor from the poor rate, under any general or local Act of Parliament.

Nursing of the Sick in Workhouses Order. Aug. 6th, 1897.

Art. 5.—If in an emergency it appears to the medical officer of the workhouse that the employment of a temporary nurse is required for the proper treatment of any case or cases in the workhouse, and he informs the master of the workhouse in writing accordingly, it shall be the duty of the master to engage a person to act as nurse until the next meeting of the guardians, and the guardians shall pay the reasonable remuneration of the person so engaged:

Provided that where there is no superintendent nurse appointed under Art. 3 of this order, no person shall be engaged under this article without having had such practical experience in nursing as may render him or her a fit and proper person to hold the office of nurse.

Art. 6.—This order shall not apply to any infirmary or school which is under administration separate from the workhouse.

Report to Coroner of Death of Lunatic Order. Nov. 3rd, 1900.

Art. 1.—In this order—

The expression “poor law institution” means a workhouse, a workhouse infirmary or other building subject to the government of a board of guardians or joint committee of two or more boards of guardians, or district asylum subject to the government of the board of management of an asylum district.

The expression “superintending officer” means in the case of a workhouse, the master; in the case of a workhouse

infirmaries, the superintendent, or where there is no superintendent, the steward; in the case of an asylum subject to the government of the board of management of an asylum district, the medical superintendent or other head officer; and in default of any such persons includes any other officer whose duties comprise the notification to the pauper's relatives of the death of any pauper in a poor law institution.

The expression "lunatic" means an idiot or person of unsound mind.

Art. 2.—Within forty-eight hours after the death of a lunatic in a poor law institution, notice of such death shall be sent by the superintending officer of such institution to the coroner of the district in which the institution is situated, and such notice shall be accompanied by a statement signed by the medical officer or the medical superintendent or the medical man who attended the lunatic in his last illness, and containing the following particulars:—

- (1.) The name, sex and age of the lunatic.
- (2.) Whether married, single or widowed.
- (3.) The apparent cause of death.
- (4.) The time of, and any unusual circumstances attending, the death; also a description of any injuries known to exist at the time of death or found subsequently on the body of the deceased.
- (5.) The duration of the disease of which the lunatic died.
- (6.) The names and descriptions of any persons present at the death.
- (7.) Whether or not mechanical restraint was applied to the deceased within seven days previously to death, with its character and duration if so applied.

For further duties of a medical officer for the workhouse, see Arts. 91, 92, 93, 107, 108, 134, of this order; Art. 10, proviso 2, and Art. 13 of the Regulations with respect to Casual Paupers of December 18th, 1882, pp. 279, 283; the Boarding of Children in Unions Order, May 28th, 1889, Art. 1, No. 4, p. 296; the Boarding Out Order, December 4th, 1905, Art. 6, No. 8, p. 316; the Lunacy Act, 1890, ss. 21 (n.), 24, 25, 40, 202, pp. 695, 697, 701, 703, 712.

DUTIES OF THE MASTER.

Art. 208.—The following shall be the duties of the master:—

No. 1. To admit paupers into the workhouse, in obedience to the orders specified in Art. 88, and also every person applying for admission who may appear to him to require relief through any sudden or urgent necessity, and to cause every pauper, upon admission, to be examined by the medical officer, as is directed in Art. 91.

*Consolidated
General
Order—con-
tinued*

See also Art. 10 of the Dietaries and Accounts' Order of October 10th, 1900, p. 497.

31 & 32 Vict.
c. 122.

The following order was issued in pursuance of ss. 16 and 17 of the Poor Law Amendment Act, 1868:—

The provisions of the Act are given at p. 737, in connection with the religious instruction of paupers generally. See also the circular letter of the Local Government Board of September 14th, 1900, at p. 566.

*Creed Register
General
Order.
Nov. 26th,
1868.*

Art. 1.—On and after the first day of January next, the master, and where there is no master the matron, of every workhouse in the unions and parishes in the schedules (A.) and (B.) hereunto annexed [the order is of general application] shall keep a register of the religious creed of the pauper inmates of such workhouse in the following form, that is to say:—

RELIGIOUS CREED REGISTER.

_____ Union [*or* Parish] _____ Master [*or* Matron]
of the Workhouse at _____

Date of the Entry.	Date of Admission.	NAME. —— Christian and Sur-name.	From whence admitted.	Religious Creed.	Name of Informant.	Dis-charged or dead.

Art. 2.—The master or matron, as the case may be, shall, on the said first day of January, or as soon after as practicable, enter the particulars of the several columns in respect of the paupers who shall be inmates of the workhouse on that day, except the day of admission, which may be omitted.

This article was of only temporary application.

Art. 3.—Such master or matron shall in respect of every pauper admitted into the said workhouse after the said first day of January, enter the particulars in all the columns, provided that the last column shall be filled in as and when the pauper shall be discharged from the workhouse or shall die.

Art. 1.—That whenever there shall be in the workhouse any orphan child under the age of fourteen years, the master of the said workhouse shall enter in such in-door relief list [General Order for Accounts, Art. 19 (3), p. 227], as the religious persuasion of such orphan, the religious creed which was professed by the father of such orphan at the time of his death, if the master know or can ascertain the same by reasonable inquiry; or, if the same cannot be so ascertained, the creed professed by the mother of such orphan at the time of her death, if the same be known to the said master, or can be by him in like manner ascertained:

*Religious
Instruction of
Orphans in
Workhouses
Order.
Aug. 23rd,
1859.*

Provided always that if the Godfather or Godmother of such orphan shall make any objection, this article shall not have any force or application.

Art. 2.—Such orphan, while an inmate of the workhouse, shall not be instructed in any other religious creed than that so entered, unless he or she, being above the age of twelve years, shall desire to receive instruction in some other creed, and unless he or she be considered by the Poor Law Board to be competent to exercise a reasonable judgment upon the subject.

Art. 3.—The master of the workhouse shall, subject to the directions of the guardians of the union, take all practicable steps in order to procure the attendance at the workhouse from time to time, for the purpose of affording religious instruction to such orphan, of some minister of the religious persuasion of the said orphan, as ascertained according to the provisions of this order, or according to the information of the Godfather or Godmother:

Provided always that such attendance shall take place at such times as shall not be inconsistent with the discipline and good order of the workhouse.

Art. 4.—The provisions herein contained applicable to the master of the workhouse shall extend to the matron in cases in which there shall be no master, or in which he shall be absent, or his office shall be vacant.

This order “was granted with the view of remedying an omission which was found to exist in the letter of the 19th section of the statute 4 & 5 Will. 4, c. 76, by placing orphan children who had no Godfathers and Godmothers in the same position as the other children referred to in that section. The Board have, by Art. 2 . . . merely directed the continued observance of their usual practice in respect of children of a supposed age and intelligence to decide for themselves as to the religion in which they might desire to be educated.” (12 Rep. P. L. Bd., 1859-60, p. 34.)

*Consolidated
General
Order—con-
tinued.*

Art. 208.—No. 2. To cause every male pauper above the age of seven years, upon admission, to be searched, cleansed and clothed, and to be placed in the proper ward.

See Arts. 92 to 98.

Rules for the bathing of insane paupers will be found at p. 532, and for the bathing of inmates in general at p. 538.

The Cleansing of Persons Act, 1897 (60 & 61 Vict. c. 31), empowers a board of guardians to permit any person who shall apply to them on the ground that he is infested with vermin to have the use, free of charge, of any apparatus which the guardians possess for cleansing his person and his clothing from vermin. (The Act is printed at p. 645.)

No. 3. To enforce industry, order, punctuality and cleanliness, and the observance of all regulations for the government of the workhouse by the paupers, and by the several officers, assistants and servants therein.

As to punishment of paupers for misbehaviour, see Art. 127 and subsequent articles.

No. 4. To read prayers to the paupers before breakfast, and after supper, every day, or cause prayers to be read, according to Art. 124.

No. 5. To cause the paupers to be inspected and their names called over in conformity with Art. 103, in order that it may be seen that each individual is clean and in a proper state.

So far as the master is concerned, this applies to able-bodied men and youths above the age of fifteen years, and to boys above the age of seven and under that of fifteen. The latter class may, however, be inspected by the schoolmaster. The master is responsible for the inspection being carried out.

No. 6. To provide for and enforce the employment of the able-bodied adult paupers, during the hours of labour; to assist in training the youths in such employment as will best fit them for gaining their own living; to keep the partially disabled paupers occupied to the extent of their ability; and to allow none who are capable of employment to be idle at any time.

As to the hours of labour, see Art. 102. See also Art. 112 and notes thereon.

No. 7. To visit the sleeping wards of the male paupers at eleven o'clock in the forenoon of every day, and see that such wards have been all duly cleansed and are properly ventilated.

No. 8. To see that the meals of the paupers are duly provided, dressed and served, according to the directions in Arts. 104 and 107, and to superintend the distribution of the food.

See also Art. 109 as to weighing the allowance of provisions if required.

No. 9. To say, or cause to be said, grace before and after meals.

No. 10. To visit all the wards of the male paupers before nine o'clock every night in winter, and ten o'clock in summer, and see that all the male paupers are in bed, and that all fires and lights therein are extinguished, except so far as may be necessary for the sick.

As to precautions against fire in workhouses, see the Local Government Board's circular letters of March 14th, 1882; February 12th, 1891, and December 2nd, 1903, at pp. 534, 544, and 290. In their circular letter of January 28th, 1895 (25 *Rep.*, p. 107), the Local Government Board say: "The security of the inmates in case of fire is a matter which, whilst it applies with special force to the sick and helpless, should receive the careful consideration of the guardians as regards all inmates of the establishment, and the guardians should satisfy themselves that adequate means of escape from all wards are available, and that the means are to hand of extinguishing any fire at its first outbreak." See p. 552.

No. 11. To receive from the porter the keys of the workhouse at nine o'clock every night, and to deliver them to him again at six o'clock every morning, or at such hours as shall from time to time be fixed by the guardians.

No. 12. To see that the male paupers are properly clothed, and that their clothes are kept in proper repair.

See Arts. 95 and 110.

No. 13. To cause the birth of every child born in the workhouse to be registered by the registrar of births and deaths within the space of one week after such child shall have been born; and also to enter such birth in a register kept according to Form (S.) hereunto annexed.

The following form is substituted for Form (S.) by Art. 5 of the amending order of February 26th, 1866.

REGISTER OF BIRTHS IN THE _____ WORKHOUSE.
_____ Union. _____ Master.

Date of Birth.	Whether Male or Female.	Name of Parents or Mother.	From what Parish Parent admitted.*	When and where baptised.	In what name baptised.	Remarks.

* In the case of a vagrant admitted into the workhouse who becomes a mother therein, the word *Vagrant* must be inserted.

By the Poor Law Amendment Act, 1844, s. 56, every birth and death within a workhouse is to be registered in the parish or place in which such workhouse c. 101.

is locally situated; and by 39 & 40 Vict. c. 61, s. 21, the foregoing provision is "extended to the case of a workhouse which is situated in two parishes, so that the registration shall take place in the parish to which the workhouse belongs, or if the parishes be not both in the same union, then in that parish of the union to which the workhouse belongs in which any part of the workhouse is situated."

No. 14. To send for the medical officer in case any pauper is taken ill or becomes insane, and to take care that all sick and insane paupers are duly visited by the medical officer, and are provided with such medicines and attendance, diet and other necessaries as the medical officer or the guardians direct; and to apprise the nearest relation in the workhouse of the sickness of any pauper, and, in the case of dangerous sickness, to send for the chaplain, and any relative or friend of the pauper, resident within a reasonable distance, whom the pauper may desire to see.

No. 15. To take care that no pauper at the approach of death shall be left unattended either during the day or the night.

No. 16. To give immediate information of the death of any pauper in the workhouse to the medical officer, and to the nearest relations of the deceased who may be known to him, and who may reside within a reasonable distance; and if the body be not removed within a reasonable time, to provide for the interment thereof.

See Art. 2 of the Report to Coroner of Death of Lunatic Order, *ante*, p. 116. The expression "superintending officer," in the case of a workhouse, means the master.

For further information as to the burial of poor persons, and as to money or property found to have been in their possession, see p. 633.

No. 17. When requisite, to cause the death of every pauper dying in the workhouse to be duly registered by the registrar of births and deaths within five days after the day of such death; and also to enter such death in a register kept according to Form (T.) hereunto annexed.

The following form is substituted for Form (T.) by Art. 5 of the amending order of February 26th, 1866:—

REGISTER OF DEATHS IN THE _____ WORKHOUSE.

_____ Union.

_____ Master.

Date of Death.	Name.	Age.	From what parish admitted.*	Where buried.

* *Note.*—In the case of a vagrant admitted into the workhouse who dies therein the words *admitted as a vagrant* should be inserted.

See note to No. 13, *ante*.

No. 18. To deliver an inventory of the clothes and other property of any pauper who may have died in the workhouse, to the guardians at their next ordinary meeting.

No. 19. To keep such portion of the workhouse medical relief book prescribed in this order as is assigned to him in the form marked (Q.), and to keep all books or accounts which he is, or hereafter may be, by any order of the Commissioners, directed and required to keep; to allow the same to be constantly open to the inspection of any of the guardians of the union, and to submit the same to the guardians at their ordinary meeting.

For Form (Q.) see Art. 207, No. 8.

For books to be kept by the master, see Art. 19 of the General Order for Accounts, January 14th, 1867, p. 221.

The master is to allow the books to be constantly open to the inspection of any of the guardians. But the orders contain no express authority to an individual guardian to inspect the books, and such authority must therefore be conferred by the action of the board of guardians, who may at any time give an individual guardian authority to inspect the books, or certain of them. The article must therefore be read as a direction to the master to allow any guardian to inspect the books who is duly authorised so to do by the board of guardians of which he is a member.

No. 20. To submit to the guardians, at every ordinary meeting, an estimate of such provisions and other articles as are required for the use of the workhouse, and to receive and execute the directions of the guardians thereupon.

No. 21. To receive all provisions and other articles purchased or procured for the use of the workhouse, and before placing them in store to examine and compare them with the bills of parcels or invoices severally relating thereto; and after having proved the accuracy of such bills or invoices, to authenticate the same with his signature, and submit them to the guardians at their next ordinary meeting.

See also Art. 19 (5) of the General Order for Accounts, p. 227.

No. 22. To receive and take charge of all provisions, clothing, linen and other articles belonging to the workhouse, or confided to his care by the guardians, and issue the same to the matron or other persons as may be required.

No. 23. To report to the guardians from time to time the names of such children as the schoolmaster may recommend as fit to be put out to service, or other employment, and to take the necessary steps for carrying into effect the directions of the guardians thereon.

*Outfits for
Children sent
to Service
Order.
July 10th,
1897.*

The guardians of any poor law union may, when they deem it expedient, incur a reasonable expenditure in providing an outfit for any child chargeable to such union, on such child being sent to service by the guardians, or, if the child is boarded or boarded out under the supervision of a boarding-out committee in accordance with the regulations from time to time applicable to the boarding or boarding out of pauper children, on such child being sent to service by the guardians or otherwise.

Formerly the sanction of the Local Government Board was required to expenditure in providing outfits for children sent to service, except where in the case of any child sent from the workhouse the outfit was supplied from the workhouse stores. The Board state that "it has been their practice in cases where their sanction has been required, to object to a child being sent to service without money wages, or to an inn or public-house (unless in exceptional circumstances), or to any place of service, the conditions of which seemed unsatisfactory; and they have required to be satisfied that the child has attained the standard or made the attendances qualifying for employment under the Education Acts, or the bye-laws in force in the particular school district." (*Circ. Letter, July 14th, 1897, 27 Ann. Rep., p. 26.*)

By 14 Vict. c. 11, s. 3, guardians are required to "keep a register wherein shall be entered the name of every young person under the age of 16 hired or taken from the workhouse, together with certain other particulars. The entry when made is to be signed by the presiding chairman of the board of guardians at an ordinary meeting. The following form is set forth in the schedule:—

Name of Child.	Age.	Date of hiring or taking as Servant.	Name of Master or Mistress.	Trade, or other description, of Master or Mistress.	Residence of Master or Mistress.

"The use of this book will not supersede that of the register of parish apprentices, required by the 42 Geo. 3, c. 46, and the 7 & 8 Vict. c. 101." (*Circ. Letter, June 26th, 1851, 4 Rep. P. L. Bd., p. 19.*)

As to visits to young persons in service and to apprentices, see note after Art. 216.

*Consolidated
General
Order—con-
tinued.*

No. 24. To take care that the wards, rooms, larder, kitchen and all other offices of the workhouse, and all the utensils and furniture thereof, be kept clean and in good order; and as often as any defect in the same, or in the state of the workhouse, shall occur, to report the same in writing to the guardians at their next ordinary meeting.

No. 25. To submit to the guardians, at every ordinary meeting, a report of the number of the inmates in the workhouse, according to the form (U.) hereunto annexed.

FORM U.

— Union Workhouse.

Week ending — 18—.

WARDS.	Beds therein.	Number of Occupants each Night.							Total.	Observations.
		S.	M.	T.	W.	Th.	F.	Sat.		
Able-bodied Men.....										
Old Men										
Boys										
Male Infirmary										
„ Infectious										
„ Receiving										
Total										
Able-bodied Women ...										
Old Women										
Girls										
Female Infirmary										
Lying-in Ward										
Female Infectious										
„ Receiving										
Total										

The foregoing is a true statement.

——— *Master.*

——— *Matron.*

No. 26. To bring before the visiting committee or the guardians any pauper inmate desirous of making a complaint or application to the guardians.

See note to Art. 149 (13).

No. 27. To report forthwith to the medical officer and to the guardians, in writing, all cases in which any restraint or compulsion may have been used towards any pauper inmate of unsound mind in the workhouse.

This seems to refer to restraint or compulsion of any description, whether mechanical or not. As to mechanical restraint, see s. 40 of the Lunacy Act, 1890, p. 703.

No. 28. To keep a book in which he shall enter all his written reports to the guardians or to the medical officer, and to lay the same before the guardians at every ordinary meeting.

No. 29. To inform the visiting committee and the guardians of the state of the workhouse in every department, and to report in writing to the guardians any negligence or other misconduct on the part of any of the subordinate officers or servants of the establishment; and generally to observe and fulfil all lawful orders and directions of the guardians suitable to his office.

Art. 209.—The master shall not, except in case of necessity, purchase or procure any articles for the use of the workhouse, nor order any alterations or repairs of any part of the premises, or of the furniture or other articles belonging thereto, nor pay any moneys on account of the workhouse, or of the union, without the authority of the guardians, nor apply any articles belonging to the guardians to purposes other than those authorised or approved of by such guardians.

For duties of the master other than those prescribed in this order, see the General Order for Accounts, Arts. 19 to 21, 25, 28 and 34; and the Workhouse Regulation (Dietaries and Accounts) Order, October 10th, 1900, p. 486.

DUTIES OF THE MATRON.

Art. 210. The following shall be the duties of the matron :—

No. 1. In the absence of the master, or during his inability to act, to act as his substitute in the admission of paupers into the workhouse, according to Arts. 88 and 208, Nos. 1 and 2, and to cause every pauper upon such admission to be examined by the medical officer, as is directed in Art. 91.

See also Art. 10 of the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, at p. 497.

No. 2. To cause the pauper children under the age of seven years, and the female paupers, to be searched, cleansed and clothed upon their admission, and to be placed in their proper wards.

See Arts. 92 to 98, and notes to Art. 208, No. 2.

No. 3. To provide for and enforce the employment of the able-bodied female paupers during the hours of labour, and to keep the partially disabled female paupers occupied to the extent of their ability, and to assist the schoolmistress in training up the children so as best to fit them for service.

As to the hours of labour, see Art. 102.

See also Art. 112 and notes.

No. 4. To call over the names of the paupers, as is directed in Art. 103, to inspect their persons, and see that each individual is clean.

So far as the matron is concerned, this relates to able-bodied women and girls above the age of fifteen years, and to girls above the age of seven and under that of fifteen. The latter class may, however, be inspected by the schoolmistress.

No. 5. To visit the sleeping wards of the female paupers at eleven o'clock of the forenoon of every day, and to see that such wards have been all duly cleansed, and are properly ventilated.

No. 6. To visit all the wards of the females and children every night before nine o'clock, and to ascertain that all the paupers in such wards are in bed, and all fires and lights not necessary for the sick, or for women suckling their children, therein extinguished.

See the notes to Art. 208, No. 10.

No. 7. To pay particular attention to the moral conduct and orderly behaviour of the females and children, and to see that they are clean and decent in their dress and persons.

No. 8. To superintend and give the necessary directions for making and mending the linen and clothing supplied to the male paupers, and all the clothing supplied to the female paupers and children, and to take care that all such clothing be properly numbered and marked on the inside with the name of the union.

See the General Order for Accounts, Art. 19 (14) and (16), pp. 236, 238.

No. 9. To see that every pauper in the workhouse has clean linen and stockings once a week, and that all the beds and bedding be kept in a clean and wholesome state.

No. 10. To take charge of the linen and stockings for the use of the paupers, and the other linen in use in the workhouse, and to apply the same to such purposes as shall be authorised or approved of by the guardians, and to no other.

See Art. No. 208, No. 22.

No. 11. To superintend and give the necessary directions concerning the washing, drying and getting up of the linen, stockings and blankets, and to see that the same be not dried in the sleeping wards or in the sick wards.

No. 12. To take proper care of the children and sick paupers, and to provide the proper diet for the same, and for women suckling infants, and to furnish them with such changes of clothes and linen as may be necessary.

See Art. 207, Nos. 4 and 5; the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, Arts. 6 and 7, p. 493, and Art. 4 (1) of the Nursing of the Sick in Workhouses Order of August 6th, 1897, p. 351.

In a few instances the Local Government Board have assented to an arrangement whereby the matron is relieved of that portion of her duties relating to the superintendence of the hospitals and nurses' quarters, and the whole responsibility for the administration of those portions of the workhouse is placed in the hands of the superintendent nurse for the time being, subject to the paramount superintendence of the master of the workhouse.

No. 13. To assist the master in the general management and superintendence of the workhouse, and especially—

Enforcing the observance of good order, cleanliness, punctuality, industry and decency of demeanour among the paupers :—

Cleansing and ventilating the sleeping wards and the dining-hall, and all other parts of the premises ;

Placing in store and taking charge of the provisions, clothing, linen and other articles belonging to the union.

No. 14. When requested by the porter, in pursuance of Art. 214, No. 5, to search any female entering or leaving the workhouse under the circumstances described in that article.

No. 15. To report to the master any negligence or other misconduct on the part of any of the female officers or servants of the establishment, or any case in which restraint or compulsion may have been used towards any female inmate of unsound mind.

See Art. 208, No. 29.

No. 16. And generally to observe and fulfil all lawful orders and directions of the guardians suitable to her office.

So much of the General Order for Accounts, January 14th, 1867, as relates to the duties of the master shall be applicable to and be binding upon the matron of any workhouse not having a master, and also to and upon the matron or other person having the charge of any workhouse during the temporary absence of the master, or any vacancy in the office of master. (Art. 26 of that order.)

The same applies in the case of the Religious Instruction of Orphans in Workhouses Order, August 23rd, 1859, and the Creed Register Order, November 26th, 1868.

DUTIES OF THE CHAPLAIN.

Art. 211.—The following shall be the duties of the chaplain :—

No. 1. To read prayers and preach a sermon to the paupers and other inmates of the workhouse on every Sunday, and on

Good Friday and Christmas Day, unless the guardians, with the consent of the Commissioners, may otherwise direct.

No. 2. To examine the children, and to catechise such as belong to the Church of England, at least once in every month, and to make a record of the same, and state the dates of his attendance, the general progress and condition of the children, and the moral and religious state of the inmates generally, in a book to be kept for that purpose, to be laid before the guardians at their next ordinary meeting, and to be termed "The Chaplain's Report."

No. 3. To visit the sick paupers, and to administer religious consolation to them in the workhouse, at such periods as the guardians may appoint, and when applied to for that purpose by the master or matron.

Section 4 of 52 Geo. 3, c. 146, directs that "whenever the ceremony of baptism is performed in any other place than the parish church, or the chapel of any chapelry providing its own distinct registers, by any minister not being the rector, vicar, minister or curate of the parish or chapelry, the minister who performs the ceremony shall, on the same or the next day, transmit to the rector, vicar or other minister of the parish or chapelry, or his curate, a certificate of such baptism in the form contained in Schedule D. to the Act.

This enactment "only applies where baptism is administered according to the rites of the Church of England, but in any such case its requirements should be observed, whether the officiating minister is the chaplain of the workhouse or some other clergyman." (*Circ. Letter, September 14th, 1900, 30 Rep. L. G. Bd., p. 49.*)

The letter will be found in full at p. 566.

The Private Chapels Act of 1871 enacts—

"1. The bishop of the diocese within which any chapel belonging to any college, school, hospital, asylum or public or charitable institution is situated, whether consecrated or unconsecrated, may license a clergyman of the Church of England to serve such chapel, and administer therein the sacrament of the Lord's Supper, and perform such other offices and services of the Church of England as shall be specified in such licence, provided that the bishop shall not include in any such licence the solemnisation of marriage, and may, if he think fit, revoke the same at any time." 34 & 35 Vict.
c. 66.

"2. The minister officiating in such chapel shall, with respect to the performance of the offices and services of the church specified in such licence, be subject to no control or interference on the part of the incumbent of the parish or district in which such chapel is situate; but nothing herein contained shall prejudice or affect the rights of such incumbent to the entire cure of souls throughout such parish or district elsewhere than within such institution and the chapel thereof."

"3. The offertory and alms collected at any chapel subject to the provisions of this Act shall be disposed of as the minister thereof shall determine, subject to the direction of the ordinary."

DUTIES OF THE SCHOOLMASTER AND SCHOOLMISTRESS.

Art. 212.—The following shall be the duties of the schoolmaster and schoolmistress for the workhouse, or either of them :—

No. 1. To instruct the boys and girls according to the directions in Art. 114.

See that article and notes thereon.

No. 2. To regulate the discipline and arrangements of the school, and the industrial and moral training of the children, subject to the direction of the guardians.

No. 3. To accompany the children when they quit the workhouse for exercise, or for attendance at public worship, unless the guardians shall otherwise direct.

No. 4. To keep the children clean in their persons, and orderly and decorous in their conduct.

By Art. 103, the schoolmaster and schoolmistress may respectively carry out the daily inspection of the boys and girls above the age of seven years, and under that of fifteen.

No. 5. To assist the master and matron respectively in maintaining due subordination in the workhouse.

DUTIES OF A NURSE.

Art. 213.—The following shall be the duties of a nurse for the workhouse :—

No. 1. To attend upon the sick in the sick and lying-in wards, and to administer to them all medicines and medical applications, according to the directions of the medical officer.

No. 2. To inform the medical officer of any defects which may be observed in the arrangements of the sick or lying-in ward.

No. 3. To take care that a light is kept at night in the sick ward.

See also the Nursing in Workhouses Order of August 6th, 1897, p. 351, and Art. 153 of this order. Also the District Nurses Order, p. 343.

DUTIES OF THE PORTER.

Art. 214.—The following shall be the duties of the porter of the workhouse :—

No. 1. To keep the gate and to prevent any person, not being an officer of the workhouse, or of the union, an assistant poor law commissioner, or any person authorised by law, or by the Commissioners or guardians, from entering into or

going out of the house without the leave of the master or matron.

No. 2. To keep a book in which he shall enter the name and business of every officer or other person who shall go into the workhouse, and the name of every officer or other person who shall go out thereof, together with the time of such officer's or person's going in or out.

No. 3. To receive all paupers who apply or present themselves for admission in conformity with Art. 88, and, if the master and matron be both absent, to place such paupers in the receiving ward until the master or matron return.

No. 4. To examine all parcels and goods before they are received into the workhouse, and prevent the admission of any spirituous or fermented liquors, or other articles contrary to any of the regulations contained in this order, or otherwise contrary to law.

As to articles contrary to the regulations, see Art. 146, and note to Art. 96.

No. 5. To search any male pauper entering or leaving the workhouse whom he may suspect of having possession of any spirits or other prohibited articles, and to require any other person entering the workhouse whom he may suspect of having possession of any such spirits or prohibited articles to satisfy him to the contrary before he permit such person to be admitted; and, in the case of any female, to cause the matron to be called, for the purpose of searching her, if necessary.

See Arts. 146, and 210, No. 14.

No. 6. To examine all parcels taken by any pauper out of the workhouse, and to prevent the undue removal of any article from the premises.

No. 7. To lock all the outer doors, and take the keys to the master, at nine o'clock every night, and to receive them back from him every morning at six o'clock, or at such hours as shall from time to time be fixed by the guardians; and if any application for admission to the workhouse be made after the keys shall have been so taken to the master, to apprise the master forthwith of such application.

No. 8. To assist the master and matron in preserving order, and in enforcing obedience and due subordination in the workhouse.

As to the powers of a porter in the case of a disorderly pauper, see Art. 130 and note.

No. 9. To inform the master of all things affecting the security and order of the workhouse, and to obey all lawful directions of the master or matron, and of the guardians, suitable to his office.

The Poor Law Commissioners in their circular letter of February 5th, 1842, "earnestly advise the guardians, whenever the workhouse is not of very small dimensions, to appoint a paid porter, and not to be satisfied with directing one of the paupers of the house to perform the functions allotted to that officer." (8 *Rep. P. L. Commrs.*, p. 128.)

DUTIES OF A RELIEVING OFFICER.

Art. 215.—The following shall be the duties of a relieving officer :—

No. 1. To attend all ordinary meetings of the guardians, and to attend all other meetings when summoned by the clerk.

No. 2. To receive all applications for relief made to him within his district, or relating to any parish situated within his district, and forthwith to examine into the circumstances of every case by visiting the house of the applicant (if situated within his district), and by making all necessary inquiries into the state of health, the ability to work, the condition and family, and the means of such applicant, and to report the result of such inquiries in the prescribed form to the guardians at their next ordinary meeting ; and also to visit from time to time, as requisite, all paupers receiving relief, and to report concerning the same as the guardians may direct.

"It is important for the relieving officer to observe that it is his duty to visit at their dwellings all persons who have applied for relief as soon as possible after he has received the application. The relieving officer should, moreover, observe that he is responsible for all persons who apply for or receive relief in his district ; and that he cannot discharge himself of this responsibility by any agreement or understanding between himself or the guardians, and the guardians or relieving officer of another union." (*Letter of April 22nd, 1842, 8 Rep. P. L. Commrs.*, p. 168.)

See also the circular letter on the duties of relieving officers, dated July 11th, 1896, accompanying extracts from the general orders of the Poor Law Commissioners, the Poor Law Board and the Local Government Board relating to the duties of relieving officers outside the metropolis. (26 *Rep. L. G. Bd.*, p. 7.)

No. 3. In any case of sickness or accident requiring relief by medical attendance, to procure such attendance by giving an order on the district medical officer, in the form (V.) hereunto annexed, or by such other means as the urgency of the case may require.

FORM V.—THE MEDICAL RELIEF ORDER CHECK BOOK.

No. _____	No. _____
To _____, Medical Officer.	To _____, Medical Officer, Union.
Name, _____	Sir,
Age, _____	You are hereby requested to visit and under-
Residence, _____	take the treatment of the undermentioned case.
Nature of Case* _____	Name, _____
Forwarded by _____ at _____	Age, _____
_____ o'clock in the _____	Residence, _____
of the _____ day of _____ 18 _____	Nature of Case* _____
_____ Relieving Officer.	Forwarded by _____ at _____ o'clock in the _____
	of the _____ day of _____ 18 _____
	_____ Relieving Officer.

* This is to be filled up so as to distinguish :—1. Midwifery cases. 2. Fractures and accidents. 3. Cases of urgency, which require immediate attention.

“In cases requiring immediate medical or surgical attendance, when the services of the medical officer of the district cannot be promptly obtained, the relieving officer may upon the emergency employ any other medical man to attend the case; but the medical officer of the district should be directed to take charge of it as soon as practicable.” (*Glen's Poor Law Orders*, 11th ed., p. 446-7.)

As to the mode of obtaining medical relief by permanent paupers, see Arts. 75 & 76.

No. 4. To ascertain from time to time, from the district medical officer, the names of any poor persons whom such medical officer may have attended or supplied with medicines without having received an order from himself to that effect.

It will be the relieving officer's duty to visit such cases in accordance with the next regulation, No. 5.

See also Art. 206, No. 2.

No. 5. In every case of a poor person receiving medical relief, as soon as may be, and from time to time afterwards, to visit the house of such person, and until the next ordinary meeting of the guardians, to supply such relief (not being in money) as the case on his own view, or on the certificate of the district medical officer, may seem to require.

See note to Art. 206, No. 4.

No. 6. In every case of sudden or urgent necessity, to afford such relief to the destitute person as may be requisite, either by giving such person an order of admission into the workhouse, and conveying him thereto if necessary, or by affording him relief out of the workhouse, provided that the same be not given in money, whether such destitute person be settled in any parish comprised in the union or not.

"In cases of sudden and urgent necessity, it is the duty of the relieving officer to administer the appropriate relief needed (such as food, lodging or medical assistance), and not to save his own trouble by giving money to a pauper at a moment when he may be unable to use it." (*Circ. Letter of April 22nd, 1842, 8 Rep. P. L. Commrs. p. 169.*)

Relief given under this article is to be entered in the Application and Report Book (Art. 23 (1) of the General Order for Accounts, p. 244), and should be reported to the guardians. No confirmation thereof by the guardians is apparently required.

By Art. 1 (1st) of the Outdoor Relief Prohibitory Order of December 21st, 1844, cases of sudden and urgent necessity are excepted from the rule requiring every able-bodied person requiring relief to be relieved only in the workhouse. See p. 151.

No. 7. To report to the guardians at their next ordinary meeting all cases reported to him by an overseer in conformity with Art. 218, and to obey the directions of the guardians with reference to the relief administered in such cases.

The reference to Art. 218 should be to the following:—

Art. 1. "If any overseer of any parish shall in any case of sudden and urgent necessity have given temporary relief to any poor person in articles of necessity, or, in any case of sudden and dangerous illness, shall have given an order for medical relief, the said overseer shall forthwith report such case in writing to the relieving officer of the district or to the board of guardians of the union, and the amount of such relief, or the fact of having made such order." (See 4 & 5 Will. 4, c. 76, s. 54.)

Art. 2. If any overseer of the poor of any parish receive an order under the hands and seals of two justices according to the provisions of the said Act [4 & 5 Will. 4, c. 76, s. 27] directing relief to be given to any aged or infirm person, without such person being required to reside in any workhouse, he shall forthwith transmit the same to the relieving officer of the district to be laid before the guardians at their next meeting, that they may be enabled without delay to give to the relieving officer the necessary directions as to the amount and nature of the relief to be given.

Art. 3. If any overseer receive an order for medical relief from any justice in case of sudden and dangerous illness, he shall, as soon as may be after complying with such order, report the fact of his having received the same, and the manner in which he has complied with it, in writing to the relieving officer of the district, or to the board of guardians of the union.

The remainder of the order appears to have been superseded by the General Order for Accounts, January 14th, 1867.

By Art. 23 of the General Order for Accounts, relief so reported is to be entered by the relieving officer in his application and report book.

*Duties of
Overseers
Order,
April 22nd,
1842.*

Art. 215. No. 8. To perform the duties with respect to pauper apprentices prescribed by Arts. 60, 61 and 62.

*Consolidated
General
Order—con-
tinued.*

No. 9. To give all reasonable aid and assistance at the request of any other relieving officer of the union by examining into the case of any applicant for relief, or administering relief to any pauper whose name has been entered on the books of such other relieving officer, and who may be within his own district.

No. 10. Duly and punctually to supply the weekly allowances of all paupers belonging to his district, or being within the same, and to pay or administer the relief of all paupers within his district to the amount and in the manner in which he may have been lawfully ordered by the guardians to pay or administer the same.

The children of recipients of out-relief must receive elementary education (39 & 40 Vict. c. 79, s. 40). See note to Art. 43.

No. 11. To visit, relieve, and otherwise attend to non-settled poor being within his district, according to the directions of the guardians, whose officer he is, and in no other way, subject always to the obligation imposed on him in cases of sudden or urgent necessity.

For definition of "non-settled poor" see Art. 231. With respect to the relief of non-settled and non-resident poor, see Arts. 77-80, and 222.

No. 12. To set apart one or more pages in his out-door relief list, in which he shall duly and punctually enter up the payments made by authority of his own board of guardians to non-settled poor, and to take credit for such payments in his receipt and expenditure book.

The keeping of these books is directed by the General Order for Accounts, Art. 23, (2) and (4).

No. 13. To present his weekly accounts to the clerk for his inspection and authentication before every ordinary meeting of the guardians, and to the guardians, at such meeting, for their approval.

See Art. 25 of the General Order for Accounts with reference to the duties of the clerk in examining the relieving officer's books, p. 250.

No. 14. To submit to the auditor of the union all his books, accounts and vouchers, at the place of audit, and at such time and in such manner as may be required by the regulations of the Commissioners.

No. 15. To assist the clerk in conducting and completing the annual or other election of guardians according to the regulations of the Commissioners.

In view of the general orders of January 1st, 1898, regulating the election of guardians, this article would appear to be no longer in force.

No. 16. To observe and execute all lawful orders and directions of the guardians applicable to his office.

Art. 216.—The relieving officer shall in no case take credit in his accounts, or enter as paid or given by way of relief, any money or other articles which have not been paid or given previously to the taking of such credit, or the making of such entry; and he shall not take credit in such accounts for any money paid to any tradesman or other person without producing, at the next ordinary meeting of the guardians, a bill from such tradesman or person, with voucher of payment.

14 & 15 Vict.
c. 11.

By s. 4 of the Poor Law (Apprentices, etc.) Act, 1851, the guardians are required to cause the relieving officer to visit, at least twice in each year, any young person under the age of 16, hired or taken as a servant from the workhouse, or bound as an apprentice by the guardians, “so long as such young person shall be under the age of 16, and shall be known to reside as servant or apprentice in the same service into which such young person shall have so gone as a servant from such workhouse, or as such apprentice within the union or parish respectively, or within five miles of any part” thereof, “and to report to them in writing whether he has found reason to believe that such young person is not supplied with necessary food, or is subjected to cruel or illegal treatment in any respect.”

By s. 5, if the residence of the master or mistress is more than five miles from any part of the union or parish from the workhouse of which the young person shall have been hired, or taken as a servant, or from which union or parish the young person shall have been bound apprentice, the guardians are to send a written notice of the hiring, taking or binding, specifying the name and age of the apprentice or servant, and the name, description and residence of the master or mistress, to the guardians of the union or parish in which the master or mistress shall reside. The names of such young persons and apprentices are then to be registered by the guardians receiving the notice, who are to cause such young persons to be visited as frequently and in the same manner as young persons hired out from their own workhouse. (*Circ. Letter, June 26th, 1851, 4 Rep. P. L. Bd., pp. 19, 20.*)

In a circular letter of May 31st, 1873, the Local Government Board say that “it has been brought to their notice that some difficulty has been felt with respect to the nature and extent of the inquiries which the relieving officer is entitled to make. It may happen that the master or mistress, instead of paying the servant the stipulated wages in money, may supply clothing which is old, or useless, or unsuitable, or valued at an exorbitant rate. In such a case a doubt may sometimes arise as to how far the relieving officer ought to make inquiry as to the particular circumstances referred to; but whenever the effect of the proceeding in question appears to be in point of fact so far injurious to the personal condition of the child as to amount to ‘cruel or illegal treatment in any

that they perform the work respectively assigned to them, and to report truly to the guardians respecting the performance of such work.

See the note to Art. 153.

RECEIPT AND PAYMENT OF MONEY BY OFFICERS.

Art. 218.—No clerk, relieving officer, master or other officer appointed to or holding any office under this order, shall, directly or indirectly, receive or bargain to receive any gratuity, per-centage, or allowance of any kind with reference to any contract with the guardians, or in respect of any payment made or to be made for goods supplied or work executed according to the order of such guardians or on their behalf.

See also the Public Bodies Corrupt Practices Act, 1889 (52 & 53 Vict. c. 69).

Art. 219.—No clerk shall, directly or indirectly, cause to be paid to himself, or shall pay away on his own account or for his own benefit, any cheque drawn by the guardians, and made payable to any person other than himself.

Art. 220.—Every clerk receiving any cheque or money from the guardians on account of any other party, shall transmit the same within fourteen days to the proper persons, and shall produce the receipt or acknowledgment for the same at the next ordinary meeting after the same has come to his hands.

Art. 221.—Every officer of the union who may receive money on behalf of the guardians thereof, shall forthwith pay the same into the hands of the treasurer of the union, to the credit of the guardians, notwithstanding that any salary or balance may be due from the union to such officer.

Art. 222.—No relieving officer or other officer of any guardians, nor any assistant overseer or collector, shall receive money for the relief of any non-settled pauper on behalf of any officer, or of the guardians of any other parish or union, or shall constitute himself in any way the agent of any officer or guardian of such other parish or union, except as is provided in this order.

As to the relief of non-settled poor, see Arts. 77-80, and 215 (11). Art. 231 defines the meaning of the expression.

Art. 223.—If any money be transmitted to any officer, contrary to the provisions of this order, such officer shall forthwith pay such money into the hands of the treasurer of the union whose officer he is, and shall report to the guardians at their next meeting the fact.

that such money has been so received and paid, and shall make a true entry accordingly in his accounts.

EXPLANATION OF TERMS.

Art. 224.—Whenever the word “parish” is used in this order, it shall be taken to include any place maintaining its own poor, whether parochial or extra-parochial.

By s. 5 of the Interpretation Act, 1889, “In every Act passed after the year one thousand eight hundred and sixty-six, whether before or after the commencement of this Act, the expression “parish” shall, unless the contrary intention appears, mean, as respects England and Wales, a place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed.” 52 & 53 Vict. c. 63.

By s. 16 (1) of the same Act the expression “board of guardians” shall, as respects England and Wales, mean a board of guardians elected under the Poor Law Amendment Act, 1834, and the Acts amending the same, and shall include a board of guardians or other body of persons performing under any local Act the like functions to a board of guardians under the Poor Law Amendment Act, 1834; and by sub-s. (2) the expression “poor law union” shall, as respects England and Wales, mean any parish or union of parishes for which there is a separate board of guardians. 4 & 5 Will. 4, c. 76.

Art. 225.—Whenever the word “overseer” is used in this order, it shall be taken to include any person acting or legally bound to act in the discharge of any of the duties usually performed by overseers of the poor, so far as such duties are referred to in this order.

Art. 226.—Whenever the word “commissioners” is used in this order, it shall be taken to mean the Poor Law Commissioners.

In 1847 the “Poor Law Commissioners” were superseded by the “poor law Board,” and in 1871 the Local Government Board Act transferred to the Local Government Board all powers and duties vested in or imposed on the Poor Law Board. 34 & 35 Vict. c. 70.

Art. 227.—Whenever the word “medicines” is used in this order, it shall be taken to include all medical and surgical appliances; whenever the words “medical attendance” are used in this order, they shall be taken to include surgical attendance; and whenever the words “medical relief” are used in this order, they shall be taken to include relief by surgical as well as medical attendance.

Art. 228.—Whenever the words “medical officer” are used in this order, they shall be taken to include any person duly licensed as a medical man, who may have contracted or agreed with any guardians for the supply of medicines or for medical attendance.

See, however, the Medical Officers Qualification Order of December 10th, 1859, substituted for Art. 168 of this order.

Art. 229.—Whenever the words clerk, master or matron are used in this order, they shall be taken to mean the clerk to the guardians, and the master or matron of the workhouse respectively.

Art. 230.—The term “non-resident poor” in this order shall be taken to mean all paupers in receipt of relief allowed on account of any union in relation to which the term is used, but not residing therein.

Art. 231.—The term “non-settled poor” in this order shall be taken to mean all paupers residing in the union in relation to which the term is used, but to whom relief is allowed on account of some parish or union other than that in which they reside.

A pauper in receipt of relief who is “non-resident” in relation to the union to which he is chargeable, is “non-settled” in relation to the union in which he resides.

Art. 232.—Whenever, in describing any person or party, matter or thing, the word importing the singular number or the masculine gender only is used in this order, the same shall be taken to include, and shall be applied to, several persons or parties, as well as one person or party, and females as well as males, and several matters or things as well as one matter or thing respectively, unless there be something in the subject or context repugnant to such construction.

Art. 233.—Whenever in this order any article is referred to by its number, the article of this order bearing that number shall be taken to be signified thereby.

The forms prescribed in this order have been removed from the schedules and inserted immediately after the articles directing their use.

Consolidated orders issued subsequent to the date of this order in some instances contain slight variations.

The list of unions to which the order was issued contained in the schedules has been omitted as no longer reliable, but the order may be taken as applying in all cases where no special order is in force.

Given under our hands and seal of office, this twenty-fourth day of July, in the year one thousand eight hundred and forty-seven.

(Signed) GEO. NICHOLLS.
 GEORGE CORNEWALL LEWIS.
 EDMUND W. HEAD.

ORDERS RELATING TO THE ADMINISTRATION OF OUT-DOOR RELIEF.

INTRODUCTORY OBSERVATIONS.

THE Poor Law Amendment Act, 1834, in s. 52, after reciting that “a practice has obtained of giving relief to persons or their families who, at the time of applying for or receiving such relief, were wholly or partially in the employment of individuals, and the relief of the able-bodied and their families, is in many places administered in modes productive of evil in other respects”; and that “difficulty may arise in case any immediate and universal remedy is attempted to be applied in the matters aforesaid”; empowers the Commissioners appointed under the Act “by such rules, orders or regulations as they may think fit, to declare to what extent and for what period the relief to be given to able-bodied persons or to their families in any particular parish or union may be administered out of the workhouse of such parish or union, by payments in money, or with food or clothing in kind, or partly in kind and partly in money, and in what proportions, to what persons or class of persons, at what times and places, on what conditions, and in what manner such relief may be afforded”; and declares unlawful all relief given contrary to their regulations.

4 & 5 Will. 4,
c. 76.

Under the powers thus given the Poor Law Commissioners and the Poor Law Board issued various orders which ultimately took shape as follows:—

1. “The Amended General Order—Regulating the Relief of Able-bodied Poor Persons,” December 21st, 1844.
This is now known as the “Out-door Relief Prohibitory Order.”
2. “The Out-door Labour Order,” issued originally in 1842, now called “The Out-door Labour Test Order,” and given below in its modern and slightly modified form.
3. “The Out-door Relief Regulation Order,” December 14th, 1852.

To these has recently been added—

4. “The Relief (School Children) Order, 1905.”

The Poor Law Board, in their 13th report, state as follows :—

“The administration of relief to able-bodied men is regulated in rural districts by the general order of the Board, which prohibits, unless in exceptional cases, out-relief to able-bodied men; and also in a large number of the same unions by a supplemental order, which provides that when out-relief is granted to able-bodied men, they shall be set to work in return for the relief. In the metropolis and in the manufacturing districts the former order is not in force; but the Out-door Relief Regulation Order, which was issued in 1852, requires that able-bodied men shall, if allowed out-relief, be set to work by the guardians, and that the relief afforded them shall be given half in kind.

“All these orders contain a provision that, if the guardians find it necessary to depart from the regulations of the order, the relief, if reported to the Board and approved by them, shall not be deemed unlawful.” “We are of opinion that these orders sufficiently provide for any cases of emergency.” (*13 Rep. P. L. Bd.*, 1860-1, pp. 16, 17.)

CIRCULAR AS TO OUT-DOOR RELIEF.

On December 9th, 1868, the Poor Law Board issued the following circular to boards of guardians.

SIR,—The Poor Law Board think it right to communicate with the guardians upon certain points connected with the administration of out-relief, to which their attention has been recently directed. In doing so, it appears to them desirable that their observations and suggestions should be of a general character, and be embodied in a circular letter: the guardians of each union or parish will thus be at once able to see how far they are applicable to the case of their own district.

From the information which they have received, the Board believe that in many unions a lax practice exists, in one or more of the particulars herein referred to, which cannot but be prejudicial alike to the ratepayers and the poor.

1. In many cases it appears that no definite time or place is fixed by the guardians for the distribution of out-relief in each parish, but that the relieving officers are left to make their own arrangements, not necessarily even reporting them to the guardians. In certain instances there are not more than one or two relief stations for the whole of the parishes of a union; in certain others, relief in kind is regularly given by means of tickets upon shopkeepers, a course which, though in certain cases (as where orders for relief recommended by the medical officer are given), perhaps occasionally unavoidable, is, when adopted as a general rule, obviously injurious to the real interests of the poor man, as exposing him to the danger of being supplied with inferior articles at extortionate prices, or to the temptation of changing away his order for money, to the possible injury of his family.

2. The Board find that in comparatively few instances the relieving officers are supplied with weights and scales; and that the guardians and the poor are thus deprived of proper security that the applicant really receives the full amount of relief which the guardians intended for him. The Board think it the more important to call attention to this point, from the circumstance that in one county several bakers have lately been prosecuted by the police, and

convicted of giving short weight, thus defrauding both the ratepayers and the poor.

3. With a view to remedy the above-mentioned evils and deficiencies, the Board recommend that guardians should, as a general rule, appoint some one or more places in each parish (not being, for obvious reasons, either a public-house or a shop) at which, at a time fixed by them and duly made public, it shall be the duty of the relieving officer to attend, for the purpose of administering out-relief. Such an arrangement will at once enable the guardians to exercise due control over the relief arrangements, will render attendance for the receipt of relief as little burdensome as possible to the poor, and will afford due facilities for new applications.

4. The appointment, however, of a station at which the paupers, who are able to do so, may attend to receive their relief, should not render the relieving officer unmindful of the important duty, imposed upon him by the regulations of the Board, of visiting the house of any applicant for relief; and also of visiting from time to time all paupers receiving relief, and making due inquiries into the existing circumstances of each case. Nor will the relieving officer be exonerated from the duty of administering the requisite relief at the houses of paupers, who may be wholly incapable from infirmity of body of attending at the station, and may have no means of sending for their relief.

5. The Board do not doubt that, in the great majority of instances, the duty of administering out-relief is discharged by relieving officers with care and fidelity, but they think that the system already in operation in many cases, of which they now recommend the universal adoption, will afford a more effectual and permanent security against neglect. To this end, they, further, strongly advise guardians to require their relieving officers to keep a diary, as is already done in some unions, to be laid before the guardians at each meeting, stating shortly their times of arrival at, and departure from, each relief station, the name and residence of each pauper visited at his or her own home on each day, and such other particulars as, without imposing unnecessary labour on relieving officers, they may deem requisite. The Board append, for the information of guardians, a form already in use in some unions.

6. The Board further recommend that, in all cases where practicable, proper weights and scales should be kept at each out-relief station, and the use of them, so far as is necessary to check imposition, be made obligatory upon the relieving officer.

7. The Board have reason to believe that, in several parts of the country, the giving relief in kind is materially, if not wholly, discontinued. They do not refer merely to cases of able-bodied persons receiving relief under the Out-door Labour Test Order, in which the giving more than half of the relief in money is illegal, but to those cases also (and they are not few in number) in which, it being competent for guardians to give relief in either form, the whole is (perhaps from considerations of convenience to the relieving officers or on other grounds) given wholly in money.

8. The Board are not unaware that, in some special instances coming under the last mentioned class, local circumstances, or a due regard to the position and requirements of the applicant, may render such a course advisable and proper; but still, as a general rule, they are of opinion that the administration of relief in kind is calculated both to diminish the chance of imposition and to obviate the danger of misapplication, and they therefore desire to urge the consideration of the subject upon the careful attention of the guardians of every district in which the practice of so giving relief has been neglected.

ORDERS RELATING TO OUT-DOOR RELIEF.

In conclusion, the Board desire to impress upon guardians generally the importance of a strict compliance with the provisions of the Out-door Relief Prohibitory Order, in all unions and parishes to which it has been issued. They believe that, while the exceptions provide adequately for those cases to which the prohibitory regulations are, in the judgment of the guardians, not properly applicable, a steady adherence to the principle of in-door relief in all proper cases is essential to the due administration of the law.

The Board invite the careful consideration of the guardians to the above remarks and suggestions.

I am, sir,
Your obedient servant,
H. FLEMING,
Secretary.

To the Clerk to the Guardians.

(Enclosure.)

OUT-DOOR RELIEF.—FORM OF DIARY referred to in the above letter.

DIARY OF RELIEVING OFFICER.

----- Union. Division -----
----- Week of ----- Quarter, 186 .

Days of the Week.	Places Visited.	Hour of Arrival and Departure.	Business transacted.	Paupers visited not including those receiving Medical Relief.	Remarks.	Names of Paupers receiving Medical Relief.	DAYS WHEN VISITED.					Remarks.
							Friday.	Saturday.	Monday.	Tuesday.	Wednesday.	

Signature of Relieving Officer.
(21 Rep. P. L. Bd., 1868-9, p. 77.)

CIRCULAR TO INSPECTORS ON OUT-DOOR RELIEF.

On December 2nd, 1871, the Local Government Board addressed a circular to the poor law inspectors on the subject of out-door relief. They drew attention to the large increase in the amount of out-door relief which had taken place within the last few years, and believing that such increase is not to any considerable extent attributable to defects in the law or orders which regulate out-door relief, point out that, so far as the increase is attributable to defective management or administration of the law, the remedy is in the hands of the guardians.

The circular further states that "the inquiries which have been made by the Board show conclusively—

"1. That outdoor relief is in many cases granted by the guardians too readily and without sufficient inquiry, and that they give it also in numerous instances in which it would be more judicious to apply the workhouse test, and to adhere more strictly to the provisions of the orders and regulations in force in regard to out-door relief.

"2. That there is a great diversity of practice in the administration of out-door relief, and that a marked contrast is shown in the numbers relieved, and in the amount of the relief granted, in the unions in which the guardians adhere strictly to the law, and in those in which they more or less disregard it.

"3. . . . That in numerous instances the guardians disregard the advantages which result not only to the ratepayers, but to the poor themselves from the offer of in-door in preference to out-door relief. A certainty of obtaining out-door relief in his own home whenever he may ask for it extinguishes in the mind of the labourer all motive for husbanding his resources, and induces him to rely exclusively upon the rates instead of upon his own savings for such relief as he may require. It removes every incentive to self-reliance and prudent forethought on his part, and induces him, moreover, to apply for relief on occasions when the circumstances are not such as to render him absolutely in need of it."

Subsequently the Board advert to some considerations which ought to be borne in mind by the guardians in the administration of relief. "The most important, in the opinion of the Board, is the application of an efficient workhouse test to all able-bodied applicants for relief, whether male or female, and the most strict and careful inquiries into the destitution and circumstances of all paupers to whom out-door relief is granted at their own homes." The circular continues: "The Board request you, therefore, to bring these points, and the following recommendations, under the notice of the guardians:—

"1. That out-door relief should not be granted to single able-bodied men or to single able-bodied women, either with or without illegitimate children.

"2. That out-door relief should not, except in special cases, be granted to any woman deserted by her husband during the first twelve months after the desertion, or to any able-bodied widow with one child only.

"3. That in the case of any able-bodied widow with more than one child it may be desirable to take one or more of the children into the workhouse in preference to giving out-door relief.

"4. That in unions where the prohibitory order is in force the workhouse test should be strictly applied; and the guardians should be informed that the Board will not be prepared to sanction any cases which are not reported within the time limited by the order, and in which the reports do not contain a detailed statement of the paupers to which they refer, showing the number of their respective families, with the ages and number of children employed, amount of wages of the several members of the family at work, cause of destitution, period during which they have been without employment, amount of relief, if any, given previously to the transmission of the report, and what extent of accommodation for all classes exists in the workhouse at the time.

"5. That out-door relief should be granted for a fixed period only, which should not, in any case, exceed three months.

"6. That all orders to able-bodied men for relief in the labour yard should be only given from week to week.

"7. That out-door relief should not be granted in any case unless the relieving

officer has, since the application, visited the home of the applicant, and has recorded the date of such visit in the relief application and report book. Cases in which the relieving officer has not had time to visit should be relieved by him in kind only or by an order for the workhouse.

“8. That the relieving officer should be required to make at least fortnightly visits to the homes of all persons receiving relief on account of temporary sickness and of able-bodied men receiving relief in the labour yard, and to visit the old and infirm cases at least once a quarter; and the relieving officer should be required to keep a diary with the dates and results of such visits.

“9. That the provisions with respect to the compulsory maintenance of paupers by relations legally liable to contribute to their support should be more generally acted upon.

“10. That as the recommendations of medical officers for meat and stimulants are regarded as equivalent to orders for additional relief, they should in all cases be accompanied by a report from the medical officer in a prescribed form, setting forth the particulars of each case ascertained by personal inquiry.

“11. That in the most populous unions it may be expedient to appoint one or more officers to be termed ‘inspectors of out relief,’ whose duty it would be to act as a check upon the relieving officers, and ascertain also the circumstances connected with the recipients of relief. Such appointments have already been tried in Liverpool, and found to answer very successfully.

“It is of essential importance to any sound system of out-door relief that the relief districts should not be too large or the number of relieving officers too small. If a relieving officer’s district be too large it will be impossible for him, however zealous and vigilant he may be, to investigate with sufficient care the circumstances of each applicant for relief or pauper in receipt of relief; and nothing can be more objectionable than that an officer should be compelled to perform his duty in a hurried and incomplete manner.” (1 *Rep. L. G. Bd.*, 1871-2, p. 63.)

Again, in February, 1878, the Local Government Board issued a “Memorandum relating to the Administration of Out-Relief,” in which they recapitulate the foregoing suggestions and give statistics showing the decrease in the number of out-door paupers which has resulted from a stricter administration of relief. They also refer to and quote the rules originally devised by the Manchester Board of Guardians, and voluntarily adopted in many other unions (see *post*), and emphasise the importance of full particulars being entered by relieving officers in the application and report book as to applicants for relief, especially the names of the relatives who are legally liable for their support. (7 *Rep. L. G. Bd.*, 1877-8, *App.*, p. 217.)

The Manchester Regulations for the Administration of Relief are as follows:—

1.—The standing orders which may from time to time be adopted by the guardians, for regulating the administration of relief, shall be strictly observed by the relief committee; but if, owing to the special circumstances of any particular case, the relief committee shall be of opinion that a departure from the standing order applicable thereto is advisable, such case shall be reported by the assistant clerk for the decision of the general board, and in the meantime the relief committee shall make such provisional order in the case as to them shall seem necessary.

2.—That the following be made and constituted

STANDING ORDERS.

I. Out-door relief shall not be granted or allowed by the relief committees (except in case of sickness) to applicants of any of the following classes :—

- (a.) *Single able-bodied men.*
- (b.) *Single able-bodied women.*
- (c.) *Able-bodied persons without children, or having only one child to support.*
- (d.) *Married women (with or without families) whose husbands, having been convicted of crime, are undergoing a term of imprisonment.*
- (e.) *Married women (with or without families) deserted by their husbands.*
- (f.) *Married women (with or without families) left destitute through their husbands having joined the militia, and being called up for training.*
- (g.) *Persons residing with relatives where the united income of the family is sufficient for the support of all its members, whether such relatives are liable by law to support the applicant, or not.*

II. Out-door relief shall not be granted, except in urgent or special cases, to persons whose destitution has been caused by intemperance or their own improvidence.

III. Out-door relief shall not be granted in any case for a longer period than eight weeks at a time.

IV. Out-door relief shall not be granted to any able-bodied person for a longer period than six weeks at a time.

V. Out-door relief shall not be granted, on account of the sickness of the applicant, or any of his family, for a longer period than two weeks at a time, unless such sickness shall be certified in writing, by the district medical officer, as being likely to be of long duration, or to be of a permanent character.

VI. Where relief is allowed to a parent through the admission of a child or children into the Swinton Schools* or the workhouse, such relief shall not be granted for a longer period than six months at a time; and if at the expiration of such period a continuance of the relief is required, the relieving officer shall visit and inquire into the circumstances of the parent, and bring the case up for re-consideration by the relief committee, in the same manner as if it were a case of out-door relief.

VII. Out-door relief shall not be granted or allowed by the relief committees to widows who, on the death of their husbands, have received money from a club, insurance society or other sources, which in the opinion of the relief committee or the Board has been lavishly spent in mourning or funeral expenses, or has been otherwise improperly expended.

The Manchester Guardians also, on July 14th, 1887, adopted the following supplemental regulations relating to the relief of able-bodied men :—

1. Out-door relief shall not be granted (except in case of sickness) to (a) able-bodied men with families, residing in furnished lodgings; (b) men of improvident, drunken or immoral habits.

2. All orders to able-bodied men for relief in the labour yard shall be given for periods not exceeding four weeks, and each application for renewal shall be treated as a new application.

3. Out-relief in the labour yard shall not be granted, unless the relieving officer has, since the application, visited the home of the applicant, and has

* These are the separate schools of the Manchester Guardians.

recorded the date of such visit in the relief application and report book; cases in which the relieving officer has not had time to visit, shall be relieved by him in kind only, or by an order for the workhouse.

4. The relieving officer shall be required to make at least fortnightly visits to the homes of all able-bodied men receiving relief in the labour yard.

5. The hours of labour in the labour yard shall be, during the winter months, from 8.30 o'clock a.m. to 4.30 o'clock p.m., with an interval of one hour for dinner, and from 8.30 a.m. to 12 noon on Saturday; and reasonable facilities shall be given, at the discretion of the guardians, to enable the men to seek for work, but the period of leave of absence shall not, except for special reasons, exceed half a day in any one week.

6. The scale of out relief to able-bodied men and their families shall be as follows, namely :—

For a man and his wife, 4s. per week.

For each child under 16, 1s. per week.

7. All able-bodied men, inmates of the workhouse, shall be kept at test work in their own wards, during the whole of the hours of labour.

See also, with respect to the administration of relief to the aged deserving poor, the circular letter of the Local Government Board dated August 4th, 1900, p. 563.

Acquisition of Land for Setting the Poor to Work.

The 43 Eliz. c. 2, directs the churchwardens and overseers of every parish to take order from time to time for setting to work “the children of all such whose parents shall not by the said churchwardens and overseers, or the greater part of them, be thought able to keep and maintain their children,” and “all such persons married or unmarried, [as] having no means to maintain them, use no ordinary and daily trade of life to get their living by.”

59 Geo. 3,
c. 12.

The Poor Relief Act, 1819, in s. 12, after reciting that “by the laws now in force sufficient powers are not given to the churchwardens and overseers to enable them to keep such persons [as are described above] fully and constantly employed,” proceeds: “Be it further enacted, that it shall be lawful for the churchwardens and overseers of the poor of any parish, with the consent of the inhabitants thereof in vestry assembled, to take into their hands any land or ground which shall belong to such parish, or to the churchwardens and overseers of the poor of such parish, or to the poor thereof, or to purchase, or to hire or take on lease, for and on account of the parish, any suitable portion or portions of land within or near to such parish, not exceeding twenty acres in the whole, and to employ and set to work in the cultivation of such land, on account of the parish, any such persons as by law they are directed to set to work; and to pay to such of the poor persons so employed as shall not be supported by the parish reasonable wages for their work.” . . .

1 & 2 Will. 4,
c. 42.

The Poor Relief Act, 1831, in s. 1, after reciting that the above limitation to twenty acres has been found inconvenient in many parishes, extends the powers of the churchwardens and overseers of the poor of any parish, and makes it lawful for them “to hire and take on lease [not to purchase] for the employment of the poor of such parish any suitable portion or portions of land within or near to such parish, to an extent not exceeding fifty acres.”

5 & 6 Will. 4,
c. 69.

The Union and Parish Property Act, 1835, by s. 4, enacts that the above powers “shall in future be exercised (under the control and subject to the rules,

orders and regulations of the Poor Law Commissioners) by the overseers of the poor in any parish not under the management of a board of guardians, and by the guardians of the poor of any union or parish formed or established by virtue of any statute or local Act."

THE GENERAL OUT-DOOR RELIEF PROHIBITORY ORDER.

AMENDED GENERAL ORDER REGULATING THE RELIEF OF ABLE-BODIED POOR PERSONS.

[DECEMBER 21st, 1844.]

The Commissioners describe this order as their order of August 2nd, 1841 (which it rescinds), with the slight modifications which appear to them to have been rendered necessary by the Act of the then last session relative to the relief of able-bodied women under certain circumstances, and non-resident poor. The Act referred to is the Poor Law Amendment Act, 1844, s. 25, etc.

7 & 8 Vict.
c. 101.

The provisions of this order, so far as they refer to poor persons requiring relief from any parish, must now be read subject to the provisions of the Union Chargeability Act, 1865, by which relief is chargeable to the common fund of the union.

28 & 29 Vict.
c. 79.

To the Guardians of the Poor of the several unions named in the schedule hereunto annexed;—

To the Churchwardens and Overseers of the Poor of the several parishes and places comprised within the said respective unions;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the parishes and places comprised within the said respective unions are situate;—

And to all whom it may concern.

We, the Poor Law Commissioners, in pursuance of the authorities vested in us by an Act passed in the fifth year of the reign of his late Majesty King William the Fourth, intituled "*An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales*," do hereby rescind an order, being a general rule of the Poor Law Commissioners, bearing date the second day of August, in the year of our Lord one thousand eight hundred and forty-one, except so far as the same rescinds any order or orders theretofore issued by the Poor Law Commissioners.

And we do hereby also rescind the orders relative to the relief of able-bodied poor persons, issued by the Poor Law Commissioners to the several unions hereunder mentioned, except so far as the same rescind any order or orders theretofore issued by the said

Commissioners, or relate to the out-door labour test for able-bodied male paupers; that is to say :—

The order bearing date the ninth day of December, one thousand eight hundred and forty-one, and issued to the guardians of the poor of the Burgh of Bury St. Edmunds;

The order bearing date the tenth day of January, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Aberystwith Union;

The order bearing date the fifteenth day of April, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Ruthin Union;

The order bearing date the thirtieth day of April, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Llanfyllin Union;

The general order bearing date the thirtieth day of July, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Longtown Union, the guardians of the poor of the Whitehaven Union, and the guardians of the poor of the Wigton Union;

The order bearing date the fifth day of August, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Cockermouth Union;

The order bearing date the ninth day of September, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Richmond Union, in the county of York;

The order bearing date the thirtieth day of November, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Ormskirk Union;

The order bearing date the seventeenth day of December, one thousand eight hundred and forty-two, and issued to the guardians of the poor of the Hailsham Union;

The order bearing date the twenty-first day of January, one thousand eight hundred and forty-three, and issued to the guardians of the poor of the Chard Union.

And the general order bearing date the twenty-seventh day of June, one thousand eight hundred and forty-three, and issued to the guardians of the poor of the St. Asaph Union; the guardians of the poor of the Bala Union; the guardians of the poor of the Bridgend and Cowbridge Union; the guardians of the poor of the Corwen Union; the guardians of the poor of the Festiniog Union; and the guardians of the poor of the Pwllheli Union;

Provided that nothing herein contained shall apply to any relief given under or prohibited by any of the said orders hereby rescinded.

And we do hereby order, direct and declare, with respect to each and every of the unions named in the schedule hereunto annexed, as follows :—

Art. 1.—Every able-bodied person, male or female, requiring relief [*from any parish*] within any of the said unions shall be relieved only in the workhouse of the union, together with such of the family of every such able-bodied person as may be resident with

him or her, and may not be in employment, and together with the wife of every such able-bodied male person, if he be a married man, and if she be resident with him; save and except in the following cases.

By the Union Chargeability Act, 1865 (28 & 29 Vict. c. 79), all such relief is to be charged upon the common fund of the union.

"The guardians under this clause are not bound to require any child of an able-bodied person who can support itself to accompany its parent into the workhouse." (*Circ. Letter, December 21st, 1844, 11 Rep. P. L. Comrs., p. 58.*)

Art. 1.—1st. Where such person shall require relief on account of sudden and urgent necessity.

"By 'sudden and urgent necessity' (which words are used in s. 54 of the Poor Law Amendment Act), [1834] the Commissioners understand any case of destitution requiring instant relief. It is to be remarked further, that this exception does not authorise *permanent* out-door relief in any case. A case originally of sudden and urgent necessity, which subsequently requires continued relief, loses its character of suddenness and urgency. The relief subsequently required will be either ordinary relief, and therefore to be given in the workhouse, or it may be extraordinary, and given, for example, under the second exception to Art. 1." (*Circ. Letter, l. c.*) 4 & 5 Will. 4,
c. 76.

The Poor Law Amendment Act, 1848, by s. 2, provides that "it shall be lawful for the guardians of any union, if they think proper, to pay for any medical or other assistance which shall be rendered to, any poor person on the happening of any accident, bodily casualty, or sudden illness, although no order shall have been given for the same by them or any of their officers, or by the overseers." No sanction of the Local Government Board is required for such payment. 11 & 12 Vict.
c. 110.

2nd. Where such person shall require relief on account of any sickness, accident or bodily or mental infirmity affecting such person, or any of his or her family.

"The second exception provides for the case of any able-bodied man who is himself insane or temporarily sick, or who has met with an accident, or any of whose family require to be relieved on the ground of insanity, infirmity, accident or sickness." (*Circ. Letter, l. c.*)

The Local Government Board say it is the duty of the guardians to provide medical relief for their sick poor; and if they are of opinion that any case of illness will be best treated in any particular hospital they may lawfully send the ailing pauper there, and pay to the authorities of the hospital the usual charges for the care and maintenance of the patient therein.

They may also pay the necessary expenses of sending adult epileptics, on the recommendation of the medical officer, to an epileptic colony, and may send a child to an institution fitted for its reception if they are satisfied that the parent is not in a position to do so himself, although the parent may not otherwise be in need of relief.

3rd. Where such person shall require relief for the purpose of defraying the expenses, either wholly or in part, of the burial of any of his or her family.

“Under this exception relief may be given to able-bodied persons for the funerals of any members of their families, without requiring them to come into the workhouse.” (*Circ. Letter, l. c.*)

Generally as to the burial of paupers, see p. 633 *et seq.*

4th. Where such person, being a widow, shall be in the first six months of her widowhood.

“The exception of widows during the first six months of their widowhood is adopted with a view of enabling persons thus situated to have an adequate interval for the purpose of making such arrangements for their support as their altered condition may require.” (*Circ. Letter, l. c.*)

5th. Where such person shall be a widow, and have a legitimate child or legitimate children dependent upon her, and incapable of earning his, her or their livelihood, and have no illegitimate child born after the commencement of her widowhood.

“The exception of widows with children, so far as it relates to able-bodied widows in employment, is one respecting which the guardians ought to exercise great circumspection in applying it in practice. The guardians, when administering relief under it, ought to take into account, that when small weekly allowances in aid of wages are made, they too commonly serve to excuse relations from the payment of contributions to a larger amount; and that the out-door allowances, when given indiscriminately in widowhood, tend to put an end to provident habits, in respect of insurances in sick clubs or otherwise. It should, moreover, be borne in mind, that allowances made . . . to able-bodied widows in employment do not always confer the advantages intended, inasmuch as their wages, as in the case of able-bodied men, are commonly reduced in consideration of the allowance . . .; and that such reduction of the wages, combined with the excuse furnished to relations or friends for withholding their contributions, together with the pauper habits thus engendered, often renders such allowances to widows in aid of wages an injury rather than a benefit to them; whilst in some districts this class of able-bodied widows may be so numerous that their labour (thus depreciated at the expense of the ratepayers) may be substituted for the more highly-paid labour of independent labourers. The Commissioners trust that the guardians will seldom find that the ordinary rate of earnings of able-bodied women is so low as not to enable them to support one child at the least; and that the guardians will not adopt any such general rule as that of relieving all widows with one, or with any fixed number of children, but will make a careful inquiry into every case thus to be relieved.” (*Circ. Letter, l. c.*)

6th. Where such persons shall be confined in any gaol or place of safe custody, subject always to the regulation contained in Art. 4.

“It sometimes becomes necessary that the guardians should be empowered to give relief to the wife and children in cases where the husband cannot be required to enter the workhouse on account of his being in a place of legal confinement.” (*Circ. Letter, l. c.*)

On March 4th, 1898, and again on August 19th, 1904, the Local Government Board issued a circular urging the discontinuance of a practice which was in

force in some unions, where wives and children of prisoners had become chargeable to the poor rate, of sending the wives and children to the prison gates to meet the prisoners on their discharge. The Board points out that such a practice is not only very objectionable on general grounds, entailing in many cases considerable hardship upon the children, but that it is actually illegal where the prison is situated outside the union to which the prisoner's family is chargeable.

(See also the circular of February 23rd, 1905, at p. 586.)

7th. Where such person shall be the wife, or child, of any able-bodied man who shall be in the service of Her Majesty as a soldier, sailor, or marine.

"The state of the law, in reference to married women, explained in paragraph 10, [see note to the eighth exception] and the peculiar rights and obligations of soldiers, sailors and marines, render it desirable to give great latitude to the proceedings of the board of guardians in respect of the families of persons in these departments of the Queen's service. The seventh exception, therefore, allows of relief of any kind being given to the wife or children of a soldier, sailor, or marine, whether in or out of the workhouse, without requiring the husband to come into the workhouse." (*Circ. Letter, l. c., p. 59.*)

The Local Government Board, on May 24th, 1878, in replying to some questions addressed to them by the guardians of the Bromsgrove Union on the subject of relief to the wives of men in the army and militia reserves, expressed the opinion "that, as a rule, an able-bodied woman with the Government allowance and such assistance as her husband ought to have been able to provide from his deferred pay, or to be able to afford from time to time afterwards from his pay and allowances, should have no difficulty in finding, if not immediately, at least within a reasonable period after her husband's departure, sufficient employment to enable her to maintain adequately herself and her children, if any"; also "that where the applications are made for the first time, and the guardians are quite satisfied that some assistance is necessary, out-door relief may not improperly be granted for a short period, in order to enable the applicants to make such arrangements for their support as their altered circumstances may really require. When, however, a sufficient time has been allowed for this purpose, it appears to the Board that, in the interests of the applicants and of their families, no less than in that of the ratepayers, the ordinary principles which should regulate the administration of relief should be impartially applied. . . . It is, of course, competent for the guardians to declare any relief given in these cases as relief by way of loan."

See also the Army Annual Act, 1881, and notes at p. 729, and the Merchant Shipping Act, 1894, p. 731.

8th. Where any able-bodied person, not being a soldier, sailor or marine, shall not reside within the union, but the wife, child or children of such person shall reside within the same, the board of guardians of the union, according to their discretion, may, subject to the regulation contained in Art. 4, afford relief in the workhouse to such wife, child or children, or may allow out-door relief for any such child or children being within the age of nurture, and resident with the mother within the union.

"The eighth exception provides for the case of a wife whose husband is absent from her, either by desertion or otherwise, and is necessary in consequence of the state of the law applicable to women thus situated. It has been held that in such cases relief to the children was not relief to the wife; consequently the wife could not be compelled to come with her children into the workhouse, although a new provision has been made by the statute 7 & 8 Vict. c. 101, s. 25, to be noticed at full hereinafter, in respect of certain women separated from their husbands. [See note to Art. 3 (5), *post.*] If, however, under any circumstances she require relief for herself, the guardians may require her to receive it in the workhouse, and if she require relief for her children, the guardians may require such of them as are above the age of nurture to receive it in the workhouse, whether she do or do not come into the workhouse. As regards, however, children under the age of nurture who may be living with the mother, the guardians cannot remove them from her; so that if she require relief for them and them only, the guardians must, except in the case hereafter provided for, give out-relief, if relief be necessary." (*Circ. Letter, l. c.*)

"Within the age of nurture" means under seven years old. As to refusal or neglect to maintain family, and desertion of wives, see the Vagrancy Act, 1824 (5 Geo. 4, c. 83), ss. 3, 4, also 39 & 40 Vict. c. 61, s. 19, which enacts that "proceedings may be taken against any person who runs away and leaves his wife or his or her child chargeable, or whereby she or they or any of them shall become chargeable to any union or parish, at any time within two years after the commission of the offence, and a summons or warrant in respect thereof may be issued upon the information of any relieving officer of the guardians stating that relief has been applied for on behalf of the wife or child, and that he is informed and believes that the husband or parent, as the case may be, has left the wife or child and gone away, any law or statute to the contrary notwithstanding."

31 & 32 Vict.
c. 122.

See also the Poor Law Amendment Act, 1868, s. 33, p. 727.

Art. 2.—In every case in which outdoor relief shall be given on account of sickness, accident or infirmity, to any able-bodied male person resident within any of the said unions, or to any member of the family of any able-bodied male person, an extract from the medical officer's weekly report (if any such officer shall have attended the case), stating the nature of such sickness, accident or infirmity, shall be specially entered in the minutes of the proceedings of the board of guardians of the day on which the relief is ordered or subsequently allowed.

But if the board of guardians shall think fit, a certificate under the hand of a medical officer of the union, or of the medical practitioner in attendance on the party, shall be laid before the board, stating the nature of such sickness, accident or infirmity, and a copy of the same shall be in like manner entered in the minutes.

"If the pauper should not have been attended by a medical officer of the union, a certificate may be given either by the medical practitioner who may have attended him or by a medical officer of the union who may visit him for the purpose." (*Circ. Letter, l. c., p. 59.*)

Art. 3.—No relief shall be given from the poor rates of any *parish comprised in any* of the said unions to any person who does not reside in some place within the union, save and except in the following cases:—

“The Commissioners have stated fully their views on the subject of non-resident relief, as regards both its expediency and legality, in a minute dated January 26th, 1841, which is reprinted in the appendix to their Seventh Annual Report; p. 106.” (*Circ. Letter, l. c., p. 60.*)

See also note to Art. 4 of the Out-door Relief Regulation Order, p. 171.

1st. Where such person, being casually within such *parish* [union], shall become destitute.

“The Commissioners have introduced this exception in order to meet the cases of vagrants who may become casually destitute within the union. It is the duty of the guardians to relieve persons so situated, without reference to the place of their settlement or residence. The Commissioners have not introduced into this article an exception on account of sudden and urgent necessity. [Note to Art. 1, Exception 1st.] Cases of sudden and urgent necessity manifestly require the prompt attention and vigilant inspection which can only be exercised by the guardians and their officers in the district where the necessity arises.” (*Circ. Letter, l. c., p. 60.*)

2nd. Where such person shall require relief on account of any sickness, accident or bodily or mental infirmity, affecting such person or any of his or her family.

The Commissioners say they introduced this exception on account of the difficulty which a want of the power of giving temporary relief to non-residents in case of sickness has been found to create in some parts of the country, but now by the Poor Removal Act, 1846, s. 4, “no warrant shall be granted for the removal of any person becoming chargeable in respect of relief made necessary by sickness or accident, unless the justices granting the warrant shall state in such warrant that they are satisfied that the sickness or accident will produce permanent disability.” Cases of temporary sickness requiring relief must be relieved at the cost of the union in which they occur, but cases of permanent sickness may be removed, or may receive non-resident relief. “It may be observed that this exception permits poor persons to be sent to establishments out of the union intended for the treatment of their respective infirmities, as hospitals for the sick, asylums for the insane, and schools for the blind or deaf and dumb.” (*Circ. Letter, l. c., p. 60.*)

9 & 10 Vict.
c. 66.

3rd. Where such person shall be entitled to receive relief from any *parish* [union] in which he or she may not be resident under any order which justices may by law be authorised to make.

“The third exception is intended expressly to except from the operation of the order the cases of relief given to non-resident lunatics in asylums under orders of justices, and to persons under orders of removal.” (*Circ. Letter, l. c.*)

4th. Where such person, being a widow, shall be in the first six months of her widowhood.

"This exception is similar to the fourth exception to Art. 1, the reasons for which are stated above." [See note to that exception.] (*Circ. Letter, l. c.*)

In his note to this exception, Mr. Glen draws attention to 9 & 10 Vict. c. 66, s. 2, which makes a woman residing with her husband at the time of his death irremovable, and consequently chargeable to the union in which she is residing, for one year after his death, if she so long continue a widow, and says that in such a case the guardians cannot lawfully grant non-resident relief, and the statute consequently overrides this exception. (Poor Law Orders, 11th ed., p. 500.)

Seemle, the irremovability of a widow under s. 2 of 9 & 10 Vict. c. 66 is lost by a break of residence within the year of her widowhood: *Reg. v. St. Mary-lebone*, 4 N. S. C. 444; 20 L. J. M. C. 173; 16 Q. B. 299. (*Glen's Poor Law Statutes, vol. ii., p. 854 n.*)

5th. Where such person is a widow, who has a legitimate child dependent on her for support, and no illegitimate child born after the commencement of her widowhood, and who at the time of her husband's death was resident with him in some place other than the parish of her legal settlement, and not situated in the union in which such parish may be comprised.

This exception was introduced in accordance with 7 & 8 Vict. c. 101, s. 26. The Poor Law Commissioners in their circular letter of October 17th, 1844, say—

"It is to be observed . . . that the widow must have been resident with her husband at the time of his death, not only out of the parish of her settlement, but also out of the union in which that parish may be comprised. The object of the clause appears to be to avoid the disturbance of those connections and mode of life, at a distance from the union, to which the family may have become accustomed, and which existed at the time of the husband's death. Where all the conditions exist which would enable the guardians to grant non-resident relief, they are still to use their discretion as to whether non-resident relief to the widow is in each particular case desirable. The general objections to such relief, such as the difficulty of ascertaining the circumstances of paupers beyond the power of inspection of the guardians or their officers, and the further difficulties attendant on the transmission of relief to places where the guardians have no authority and no official agency, will be weighed by the guardians. This power is one entrusted to boards of guardians only. Overseers acquire no authority under this provision to administer non-resident relief to the class of widows described. It must be borne in mind by guardians and their officers that they are in nowise exempted from their previous obligation to relieve any widow who may be in their parish or union requiring relief, by the power thus given to the guardians of the place of her settlement to afford her non-resident relief, and even when that power is exerted, if notwithstanding the relief sent to her by her *parish* [union] she or her children require additional or further relief, the officers of the place where she is are still bound, as heretofore, to afford her the relief which the circumstances require." (11 *Ann. Rep. P. L. Comrs.*, 1845, p. 136.)

6th. Where such person shall be a child under the age of sixteen, maintained in a workhouse or establishment for

the education of pauper children not situate within the union.

“This exception removes the restriction upon guardians from sending children to a workhouse or establishment for the training of pauper children, which may be situated out of their union, where, but for the prohibition of relief to non-residents contained in the order, they might lawfully do so.” (*Circ. Letter, December 21st, 1844, 11 Rep. P. L. Comrs., p. 61.*)

With reference to the boarding of children in institutions outside the union to which they are chargeable, see p. 628 *et seq.*

7th. Where such person shall be the wife or child, residing within the union, of some person not able-bodied, and not residing within the union.

“This exception enables the guardians to relieve the resident family of a non-resident man, provided he be not able-bodied, without requiring them to come into the workhouse.” (*Circ. Letter, l. c.*)

8th. Where such person shall have been in the receipt of relief from some parish in the union from which such person seeks relief at some time within the twelve calendar months next preceding the date of that one of the several orders hereinbefore recited which was applicable to that union, being settled in such parish and not being resident within the union at the time of the allowance of the relief.

This exception was of only temporary application.

Art. 4. Where the husband of any woman is beyond the seas, or in custody of the law, or in confinement in a licensed house or asylum as a lunatic or idiot, all relief which the guardians shall give to his wife, or her child or children, shall be given to such woman in the same manner, and subject to the same conditions, as if she were a widow.

“This article is introduced in conformity with the new provision contained in 7 & 8 Vict. c. 101, s. 25, in regard to the relief of women separated from their husbands, in certain cases particularly specified, who are by that provision to be treated as widows in respect to relief to be afforded to them by guardians.” (*Circ. Letter, l. c.*)

The circular letter of October 17th, 1844, contains these observations:—

“Married women whose children required and received relief were not before the passing of this Act liable to any conditions in respect of such relief, and could cast off their children upon the parish, however well such women might be able to maintain their children, or to contribute to their maintenance. Widows, on the other hand, were liable to the like conditions and consequences of relief afforded to themselves and their children as the fathers of legitimate children are. The present Act declares that while the husband of any woman is beyond the seas (that is, *out of Great Britain*), or in custody of the law, or in confinement in any licensed house or asylum as a lunatic or idiot, all relief given to the wife, or to her child or children, shall, notwithstanding her coverture, be

given to her in the same manner and subject to the same conditions as if she were a widow.

“The fathers of legitimate children remain liable for the relief of such children as heretofore, and their liabilities are continued unimpaired in the cases where their wives are made responsible in respect of the same relief.

“Where widows are obliged to receive relief for their children within the union, or within the workhouse, these married women will be subject to the like condition. Relief may be afforded to such married women or their children as a loan repayable by such married women, notwithstanding the ordinary exemption of married women from similar liabilities.” (11 *Rep. P. L. Comrs.*, 1844, pp. 136-8.)

7 & 8 Vict.
c. 101.

39 & 40 Vict.
c. 61.

The provisions of s. 25 of the Poor Law Amendment Act, 1844, referred to above, are extended to a married woman living separate from her husband by s. 18 of the Divided Parishes and Poor Law Amendment Act, 1876. A deserted woman would appear to be a married woman living separate from her husband within the meaning of this section.

As regards the liability of a married woman having separate property to maintain her husband and children, see p. 730.

Art. 5.—It shall not be lawful for the guardians or any of their officers, or for the overseer or overseers of any parish in the union, to pay, wholly or in part, the rent of the house or lodging of any pauper, or to apply any portion of the relief ordered to be given to any pauper in payment of any such rent, or to retain any portion of such relief for the purpose of directly or indirectly discharging such rent, in full or in part, for any such pauper.

Provided always that nothing in this article contained shall apply to any shelter or temporary lodging, procured in any case of sudden and urgent necessity, or mental imbecility, or shall be taken to prevent the said guardians, in regulating the amount of relief to be afforded to any particular person, from considering the expense to be incurred by such person in providing lodging.

“This article is intended to prevent a practice which has prevailed in some parts of the country, whereby the poor rates have been made a fund for the payment of rents directly to the landlords. In all cases where the pauper is so far destitute as to require a lodging, or the means of paying for one, if the guardians do not deem it expedient in the particular case to require the party to come into the workhouse, they should supply to the pauper the means of paying for such lodging.” (*Circ. Letter, December 21st, 1844, p. 61.*)

Art. 6.—Provided always that in case the guardians of any of the said unions depart in any particular instance from any of the regulations hereinbefore contained, and within fifteen days after such departure report the same, and the grounds thereof, to the Poor Law Commissioners, and the Poor Law Commissioners approve of such departure, then the relief granted in such particular instance shall, if otherwise lawful, not be deemed to be unlawful, or be subject to be disallowed.

“It is possible, although not probable, that cases may occasionally arise which present very peculiar circumstances, and which do not fall within any of the exceptions contained in the present order. The Commissioners think it desirable in cases of that kind, in which the immediate withdrawal or denial of out-door relief might appear likely to produce serious evil to the applicant, that the guardians should give out-door relief or take a portion of the applicant's family into the workhouse, and report the case within fifteen days to the Poor Law Commissioners as a case of peculiar urgency, in order that the Commissioners may give their opinion thereupon. The Commissioners have accordingly introduced this proviso, enabling the guardians to pursue this course with respect to exceptional cases of this description.” (*Circ. Letter, l. c.*)

Art. 7.—No relief which may be contrary to any regulation in this order shall be given by way of loan; and any relief which may be given to, or on account of, any person above the age of twenty-one, or to his wife, or any part of his or her family under the age of sixteen, under Art. 1, or any of the exceptions thereto, or under any of the exceptions to Art. 3, or under Art. 4, or under the proviso in Art. 6, may, if the guardians think fit, be given by way of loan.

“The first part of Art. 7 is introduced in order to put an end to a misapprehension of the law which existed in some boards of guardians, viz., that although the prohibitory order prevented them from *giving* out-door relief, they might nevertheless *lend* it. The second part of the article enables the guardians to make all the relief which may be given to persons above twenty-one years of age, or their families, a loan under the 58th section of the Poor Law Amendment Act of 1834.” (*Circ. Letter, l. c.*) 4 & 5 Will, 4,
c. 76.

The section referred to is as follows:—“From and after the passing of this Act, any relief or the cost price thereof, which shall be given to or on account of any poor person above the age of twenty-one, or to his wife, or any part of his family under the age of sixteen, and which the said Commissioners shall by any rule, order or regulation declare or direct to be given or considered as given by way of loan, and whether any receipt for such relief, or engagement to repay the same, or the cost price thereof, or any part thereof, shall have been given or not by the person to or on account of whom the same shall have been so given, shall be considered and the same is hereby declared to be a loan to such poor person.”

Sect. 59 enables justices in all cases where relief has been given on loan to attach wages in the hands of a master or employer.

Relief granted on loan is also recoverable in the county court under s. 8 of the Poor Law Amendment Act, 1848. 11 & 12 Vict.
c. 110.

Art. 8.—Whenever the word “parish” is used in this order, it shall be taken to include any place separately maintaining its own poor, whether parochial or extra-parochial.

Art. 9.—Whenever the word “union” is used in this order, it shall be taken to include not only an union of parishes formed under the provisions of the hereinbefore recited Act, but also any union or parishes incorporated or united for the relief or maintenance of the poor under any local Act of Parliament.

Art. 10.—Whenever the word “guardians” is used in this order, it shall be taken to include not only guardians appointed or entitled to act under the provisions of the said hereinbefore recited Act, but also any governors, directors, managers or acting guardians entitled to act in the ordering of relief to the poor from the poor-rates under any local Act of Parliament.

Art. 11.—Whenever in this order any article is referred to by its number, the article of this order bearing that number shall be taken to be signified thereby.

SCHEDULE.

(For amended schedule, see below.)

Given under our hands and seal of office this twenty-first day of December, in the year of our Lord one thousand eight hundred and forty-four.

	(Signed)	GEO. NICHOLLS.
		G. C. LEWIS.
(L. S.)		EDMUND W. HEAD.

AMENDED SCHEDULE

Containing the names of the unions and parishes to which the present order applies.

Supplementary outdoor labour test orders have been issued to the unions the names of which are printed in italics :—

<i>Aberaeron.</i>	<i>Axminster.</i>
<i>Abergavenny.</i>	<i>Aylesbury.</i>
<i>Aberystwith.</i>	<i>Aylsham.</i>
<i>Abingdon.</i>	<i>Aysgarth.</i>
<i>Alcester.</i>	
<i>Alnwick.</i>	<i>Bakewell.</i>
<i>Alresford.</i>	<i>Bala.</i>
<i>Alston-with-Garrigill.</i>	<i>Banbury.</i>
<i>Alton.</i>	<i>Bangor and Beaumaris.</i>
<i>Amersham.</i>	<i>Barnet.</i>
<i>Amesbury.</i>	<i>Barnstaple.</i>
<i>Amphill.</i>	<i>Barrow-upon-Soar.</i>
<i>Andover.</i>	<i>Basford.</i>
<i>Anglesey.</i>	<i>Basingstoke.</i>
<i>Ashbourne.</i>	<i>Bath.</i>
<i>Ashby-de-la-Zouch.</i>	<i>Battle.</i>
<i>Ashford, East.</i>	<i>Beaminster.</i>
<i>Ashford, West.</i>	<i>Bedale.</i>
<i>Aston.</i>	<i>Bedford.</i>
<i>Atcham.</i>	<i>Bedminster.</i>
<i>Atherstone.</i>	<i>Bedwellty.</i>
<i>Auckland.</i>	<i>Belford.</i>
<i>Axbridge.</i>	<i>Belper.</i>

AMENDED SCHEDULE—*continued.*

Bellingham.	<i>Cardiff.</i>
Berkhamstead.	Cardigan.
<i>Berwick-upon-Tweed.</i>	Carmarthen.
<i>Beverley.</i>	Carnarvon.
Bicester.	Castle Ward.
<i>Bideford.</i>	<i>Catherington.</i>
<i>Biggleswade.</i>	<i>Caxton and Arrington.</i>
<i>Billericay.</i>	Cerne.
Billesdon.	Chailey.
Bingham.	<i>Chapel-en-le-Frith.</i>
Bishop Stortford.	<i>Charl.</i>
Blaby.	Cheadle.
<i>Blandford.</i>	Chelmsford.
Blean.	<i>Cheltenham.</i>
Blofield.	<i>Chepstow.</i>
Blything.	<i>Chertsey.</i>
Bodmin.	<i>Chester.</i>
Bootle.	<i>Chesterfield.</i>
<i>Bosmere and Claydon.</i>	<i>Chesterton.</i>
<i>Boston.</i>	Chester-le-Street.
Bourn.	<i>Chippenham.</i>
Brackley.	<i>Chipping Norton.</i>
Bradfield.	<i>Chipping Sodbury.</i>
<i>Bradford-on-Avon (Wilts).</i>	Christchurch.
<i>Braintree.</i>	Church Stretton.
<i>Bramley.</i>	<i>Cirencester.</i>
<i>Brampton.</i>	Cleobury Mortimer.
Brecknock.	Clun.
Bridge.	<i>Clutton.</i>
<i>Bridgend and Cowbridge.</i>	<i>Cockermouth.</i>
<i>Bridgnorth.</i>	Colchester.
<i>Bridgewater.</i>	<i>Congleton.</i>
Bridlington.	Corwen.
<i>Bridport.</i>	Cosford.
Brixworth.	Cranbrook.
<i>Bromley.</i>	<i>Crediton.</i>
<i>Bromsgrove.</i>	<i>Crickhowel.</i>
Bromyard.	Cricklade and Wootton Bassett.
Buckingham.	<i>Croydon.</i>
<i>Bucklow.</i>	<i>Cuckfield.</i>
<i>Buntingford.</i>	
<i>Burton-upon-Trent.</i>	<i>Darlington.</i>
Bury St. Edmund's.	Dartford.
	Daventry.
Caistor.	<i>Depwade.</i>
<i>Calne.</i>	Derby.
<i>Cambridge.</i>	Devizes.
<i>Camelford.</i>	Docking.
<i>Cannock.</i>	Doncaster.
Canterbury.	Dorchester

AMENDED SCHEDULE—*continued*.

Dore.	Godstone.
Dorking.	Goole.
Dover.	Gower.
<i>Downham.</i>	Grantham.
Drayton.	<i>Gravesend and Milton.</i>
Driffield.	Great Ouseburn.
Droitwich.	<i>Great Yarmouth.</i>
Droxford.	<i>Grimsby.</i>
<i>Dudley.</i>	<i>Guildford.</i>
Dulverton.	<i>Guilthcross.</i>
<i>Dunmow.</i>	<i>Guisborough.</i>
<i>Durham.</i>	
<i>Dursley.</i>	<i>Hailsham.</i>
<i>Easington.</i>	<i>Halstead.</i>
<i>Easingwold.</i>	Haltwhistle.
Eastbourne.	<i>Hambledon.</i>
<i>East Grinstead.</i>	Hardingstone.
Easthampstead.	<i>Hartismere.</i>
East Retford.	<i>Hartlepool.</i>
<i>East Stonehouse.</i>	Hartley Wintney.
East Ward.	<i>Hastings.</i>
Eastry.	Hatfield.
Elham.	Havant.
Ellesmere.	Haverfordwest.
<i>Ely.</i>	Hawarden.
Epping.	Hay.
Epsom.	<i>Hayfield.</i>
Erpingham.	Headington.
Eton.	<i>Helston.</i>
<i>Evesham.</i>	Helmsley.
	<i>Hemel Hempstead.</i>
<i>Falmouth.</i>	Henley.
Fareham.	Henstead.
Farnham.	<i>Hereford.</i>
Faringdon.	Hertford.
<i>Faversham.</i>	<i>Hexham.</i>
Festiniog.	<i>Highworth and Swindon.</i>
Flegg, East and West.	<i>Hinckley.</i>
<i>Foleshill.</i>	<i>Hitchin.</i>
Forden.	<i>Holbeach.</i>
Fordingbridge.	Hollingbourn.
Forehoe.	<i>Holsworthy.</i>
<i>Freebridge Lynn.</i>	Holywell.
Frome.	Holyhead.
	Honiton.
Gainsborough.	Hoo.
Glanford Brigg.	Horncastle.
Glendale.	<i>Horsham.</i>
<i>Glossop.</i>	<i>Houghton-le-Spring.</i>
<i>Gloucester.</i>	Howden.

AMENDED SCHEDULE—*continued*.

<i>Hoxne.</i>	<i>Maidstone.</i>
Hungerford and Ramsbury.	<i>Maldon.</i>
<i>Huntingdon.</i>	Malling.
Hursley.	<i>Malmesbury.</i>
<i>Ipswich.</i>	Malton.
Isle of Wight.	<i>Mansfield.</i>
<i>Kettering.</i>	Market Bosworth.
Keynsham.	Market Harborough.
<i>Kidderminster.</i>	Marlborough.
<i>Kingsbridge.</i>	Martley.
Kingsclere.	Medway.
King's Lynn.	<i>Melksham.</i>
<i>King's Norton.</i>	Melton Mowbray.
<i>Kingston-on-Thames.</i>	<i>Mere.</i>
Kington.	Meriden.
Kirkby Moorside.	Midhurst.
Knaresborough.	<i>Mildenhall.</i>
Knighton.	<i>Milton.</i>
<i>Lanchester.</i>	Mitford and Launditch.
Langport.	<i>Monmouth.</i>
Launceston.	Morpeth.
Ledbury.	<i>Nantwich.</i>
<i>Leek.</i>	Narberth.
<i>Leighton Buzzard.</i>	<i>Neath.</i>
Leominster.	<i>Newark.</i>
Lewes.	<i>Newbury.</i>
Lexden and Winstree.	Newcastle-in-Emlyn.
Leyburn.	Newcastle-under-Lyme.
Lichfield.	Newent.
<i>Lincoln.</i>	<i>New Forest.</i>
<i>Linton.</i>	Newhaven.
Liskeard.	<i>Newmarket.</i>
Llandilo Fawr.	<i>Newport (Monmouth).</i>
Llandovery.	<i>Newport (Salop).</i>
<i>Llanelli.</i>	<i>Newport Pagnell.</i>
Llanfyllin.	<i>Newton and Llanidloes.</i>
Llanrwst.	Newton Abbott.
Loddon and Clavering.	<i>Northampton.</i>
<i>Longtown.</i>	Northleach.
<i>Loughborough.</i>	<i>Northwich.</i>
Louth.	<i>North Witchford.</i>
Ludlow.	<i>Nuneaton.</i>
<i>Luton.</i>	Oakham.
Lutterworth.	Okehampton.
<i>Lymington.</i>	Ongar.
<i>Macclesfield.</i>	<i>Ormskirk.</i>
<i>Madeley.</i>	Orsett.
Maidenhead.	<i>Oswestry.</i>
	Oundle.

AMENDED SCHEDULE—*continued*.

Partington.	<i>Salisbury.</i>
Pembroke.	Samford.
Penrith.	Scarborough.
Penzance.	<i>Sculcoates.</i>
Pershore.	Sedbergh.
<i>Peterborough.</i>	Sedgefield.
<i>Petersfield.</i>	Seisdon.
Petworth.	Selby.
Pewsey.	Sevenoaks.
<i>Pickering.</i>	Shaftesbury.
Plomesgate.	Shardlow.
Plympton St. Mary.	Sheppey.
Pocklington.	<i>Shepton. Mallett.</i>
<i>Pontefract.</i>	Sherborne.
<i>Pont-y-pool.</i>	Shifnall.
<i>Pont-y-pridd.</i>	Shipston-upon-Stour.
Poole.	Skirlaugh.
<i>Portsea Island.</i>	Sleaford.
Potterspury.	Smallburgh.
Pwllheli.	Solihull.
<i>Reading.</i>	<i>Southam.</i>
<i>Redruth.</i>	<i>South Molton.</i>
Reeth.	<i>South Shields.</i>
Reigate.	South Stoneham.
Rhyader.	Southwell.
<i>Richmond (Yorkshire).</i>	<i>Spalding.</i>
Ringwood.	Spilsby.
Ripon.	<i>Stafford.</i>
<i>Risbridge.</i>	<i>Staines.</i>
Rochford.	Stamford.
<i>Romford.</i>	Steyning.
Romney Marsh.	Stockbridge.
<i>Romsey.</i>	<i>Stockton.</i>
Ross.	Stokesley.
Rothbury.	<i>Stoke-upon-Trent.</i>
<i>Royston.</i>	Stone.
<i>Rugby.</i>	<i>Stourbridge.</i>
Ruthin.	Stow.
<i>Rye.</i>	Stow-on-the-Wold.
<i>Saffron Walden.</i>	Stratford-upon-Avon.
St. Albans.	<i>Stratton.</i>
St. Asaph.	<i>Strood.</i>
St. Austell.	Stroud.
St. Columb Major.	Sturminster.
St. Faith.	<i>Sudbury.</i>
St. Germans.	Swaffham.
St. Ives.	<i>Swansea.</i>
St. Neots.	Tadcaster.
St. Thomas.	Tamworth.

AMENDED SCHEDULE—*continued*.

Tarvin.	Wellington (Som.).
Taunton.	Wellington (Salop).
Tavistock.	Wells.
Teesdale.	Welwyn.
Tenbury.	Wem.
Tendring.	Weobley.
Tenterden.	Westbourne.
Tetbury.	West Bromwich.
Tewkesbury.	Westbury-upon-Severn.
Thakeham.	Westbury and Whorwelsdown.
Thame.	West Ham.
Thanet, Isle of.	West Hampnett.
Thetford.	West Ward.
Thingoe.	Weymouth.
Thirsk.	Wheatenhurst.
Thornbury.	Whitby.
Thorne.	Whitchurch (Chester).
Thrapston.	Whitchurch (Hants).
Ticehurst.	Whitehaven.
Tisbury.	Whittlesey.
Tiverton.	Wigton.
Tonbridge.	Williton.
Torrington.	Wilton.
Totnes.	Wimborne and Cranborne.
Towcester.	Wincanton.
Truro.	Winchcomb.
Tynemouth.	Winchester, New.
	Windsor.
Uckfield.	Winslow.
Uppingham.	Wirral.
Upton-upon-Severn.	Wisbeach.
Uttoxeter.	Witney.
Uxbridge.	Woburn.
	Wokingham.
Wallingford.	Wolstanton and Burslem.
Walsall.	Wolverhampton.
Walsingham.	Woodbridge.
Wangford.	Woodstock.
Wantage.	Worcester.
Ware.	Worksop.
Wareham and Purbeck.	Wrexham.
Warminster.	Wycombe.
Warwick.	
Watford.	Yeovil.
Wayland.	York (including the four out-relief
Weardale.	unions into which the York union
Wellingborough.	was divided).

The following are under special orders or local Acts :—

Birmingham.	Dolgelly.	Northallerton.
Brighton.	Machynlleth.	Oxford.
Conway.	Merthyr Tydvil.	Runcorn.

FORM OF OUT-DOOR LABOUR TEST ORDER.

See p. 142.

To the Guardians of the Poor of the Union, in the count
of ;—
To the Churchwardens and Overseers of the Poor of the several
parishes and places comprised in the said union ;—
And to all others whom it may concern.

We, the Local Government Board, in pursuance of the powers
given by the statutes in that behalf, hereby order, with respect
to the relief of the poor in the union, in the count of
, as follows :—

Art. 1.—Every able-bodied male pauper who may receive relief
within the union, and may be relieved out of the workhouse, with
the approbation of the Local Government Board, according to the
6th article of the order of the Poor Law Commissioners, dated
December 21st, 1844, addressed to the guardians of the poor of
the said union, shall be relieved in the following manner ; that
is to say :—

Half at least of the relief given to such pauper shall be given in
food, clothing, and other articles of necessity.

No such pauper shall receive relief from the guardians of the
union, or any of their officers, or any overseer of any parish in the
union, while he is employed for wages or other hire or remuneration
by any person ; but every such pauper so relieved shall be set to
work by the guardians.

Art. 2.—The guardians shall, within fourteen days after the day
when this order comes into force, and from time to time afterwards
as the Local Government Board may require, report to the Local
Government Board the place or places at which able-bodied male
paupers shall be so set to work in the union, the sort or sorts of
work in which they or any of them shall be employed, the times
and mode of work, and all such other matters relating to the
employment of such able-bodied paupers as the said guardians shall
deem material to be communicated to the Local Government Board,
or as the Local Government Board shall require.

Art. 3.—If the guardians of the union shall depart, in any
particular instance, from any of the regulations hereinbefore con-
tained, and shall, within fifteen days after such departure, report
the same and the grounds thereof to the Local Government
Board, and if the Local Government Board shall approve of such
departure, then the relief granted in such particular instance shall,

if otherwise lawful, not be deemed to be unlawful, or be subject to be disallowed.

Art. 4.—Whenever the word “parish” is used in this order, it shall be taken to signify any place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed.

And whereas provision is made in the general order of the said Poor Law Commissioners, bearing date the twenty-fourth day of July, one thousand eight hundred and forty-seven, addressed, among others, to the guardians of the poor of the said union, for the appointment of an officer, to be termed a superintendent of out-door labour, and for the continuance in office of such officer, and it is expedient to provide for the suspension of such officer on other occasions than those provided for by the said last-mentioned order :

We do therefore further order and direct, that if at any time the number of able-bodied male paupers requiring relief shall be so small as to render the services of such an officer unnecessary, the guardians may suspend him from the performance of his duties until a further occasion shall arise.

Given under our hands and seal of office, this day
of , in the year one thousand

———, *President.*

———, *Secretary.*

The names of the unions to which orders more or less similar to the foregoing have been issued are printed in italics in the schedule to the preceding Out-door Relief Prohibitory Order.

Extract from minute of Poor Law Commissioners respecting the means of enforcing an out-door labour test, October 31st, 1842:—

“The main object of prescribing a task of work to be performed in exchange for relief out of the workhouse, is to supply a test of the reality of destitution on the part of the applicant, and thereby to afford him an inducement to seek for independent employment. . . .

“It may be assumed in the beginning that every payment made by guardians to paupers ought to assume the form of *relief*, not of *wages*; and consequently be measured by the wants of the family, and not by the quantity of labour done. A single man, or a man with a wife and one child, ought not to receive as much as a man with a wife and eight children.

“For if the man with a wife and eight children receive adequate relief, and the single man, or the man with a wife and one child, received the same amount, the latter would evidently receive more than was requisite for their support.

“Looking merely to the measurement of the relief, the easiest course is to exact labour by superintendence, and to apportion the allowances according to

the wants and circumstances of each person and family, in the same manner as if the relief was given not in return for labour. Allowances so made should be treated as *relief*, proportioned to the wants of the applicant and his family, and should not be deemed remuneration for work done." The language should be: "The guardians allow you so much, because you are in want of so much; and they require you to break a certain quantity of stone, and to work a certain number of hours, not to harass you, but because without this condition they cannot be sure that the money which they are entrusted with is given to those who are really in want, and who are not working elsewhere." (9 *Ann. Rep. P. L. Comrs.*, 1843, pp. 381 *et seq.*)

The Local Government Board object to paupers being sent to work on a road under the supervision of the surveyor, and being paid wages by the guardians. They see no objection to the execution of such work under the orders of the proper authorities by a person working as a non-pauper who has been recommended for employment by the relieving officer of the union. They do not consider that paupers should carry out for local authorities works which, if they are to be executed, should be executed by non-pauper labour employed at the expense of those authorities themselves, and not at the expense of the common fund of the union.

GENERAL ORDER FOR REGULATING OUT-DOOR RELIEF,
COMMONLY CALLED
THE OUT-DOOR RELIEF REGULATION ORDER.
[DECEMBER 14TH, 1852.]

This order was issued to unions and parishes to which the Out-door Relief Prohibitory Order had not been issued. See p. 142.

- To the Guardians of the Poor of the several unions and parishes named in the schedules hereunto annexed;—
- To the Churchwardens and Overseers of the parishes comprised in the said unions, and the said several other parishes named in the said schedules;—
- To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said unions and parishes are situate;—
- And to all others whom it may concern.

Whereas the Poor Law Board, by their order bearing date the 25th day of August last, and addressed to the several unions and parishes named in the schedules thereunto annexed, being the same as those mentioned in the schedules hereunto annexed, did make certain rules and regulations for the administration of the relief to the out-door poor, and it is expedient that the same should be modified.

Now, therefore, we, the Poor Law Board, in pursuance of the authorities vested in us by an Act passed in the fifth year of the

reign of His late Majesty King William the Fourth, intituled "An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales," and by all other Acts amending the same, do hereby rescind the said order, except so far as it rescinded any order theretofore issued by the Poor Law Commissioners or Poor Law Board to the said unions and parishes named in the schedules hereunto annexed, and except as to every matter done or commenced in obedience thereto; and we do hereby order, direct and declare, with respect to each and every of the said unions and parishes from and after the first day of January next, as follows:—

Art. 1.—Whenever the guardians allow relief to any able-bodied male person, out of the workhouse, one-half at least of the relief so allowed shall be given in articles of food or fuel, or in other articles of absolute necessity.

The Poor Law Board say "that where there is a commodious and efficient workhouse it is best that the able-bodied paupers should be received and set to work therein; but looking to the circumstances of most of the unions and parishes in London and in some other populous places, they have not thought it expedient in this order to prohibit out-door relief to any class of paupers; at the same time they leave the guardians at liberty to offer relief in the workhouse only in every case in which they may consider it right to apply that test of destitution, or in which they consider that form of relief the most suitable to the necessity of the applicant and the circumstances of the case." (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 21.*)

Under Art. 1 the guardians have full discretion as to the description of relief to be given to indigent poor of every class other than able-bodied males. The Board, however, "entertain a strong conviction . . . that a certain portion of relief may properly be given in kind with benefit to the ratepayers and advantage to the poor." (*Circ. Letter, December 14th, 1852, 5 Rep. P. L. Bd., p. 29.*)

Art. 2.—In any case in which the guardians allow relief for a longer period than one week to an indigent poor person, resident within their union or parish respectively, without requiring that such person shall be received into the workhouse, such relief shall be given or administered weekly, or at such more frequent periods as they may deem expedient.

Art. 2 prevents the practice of delivering a large amount of relief to a pauper at once in cases in which it is intended that the relief shall be for a considerable period, and the amount is consequently more than the immediate destitution of the pauper requires. The object of the Board in this article is mainly to save poor persons in the receipt of relief from the temptation of expending at once money given to them beyond their present necessities." (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 22.*)

There is nothing to prevent guardians from directing that the relief ordered be given more frequently than once a week, if they think fit, but each week's

relief should be given within the week. (*Circ. Letter, December 14th, 1852, Ibid., p. 29.*)

Art. 3.—It shall not be lawful for the guardians or their officers—

To establish any applicant for relief in trade or business ;

Nor to redeem from pawn for any such applicant any tools, implements or other articles ;

Nor to purchase and give to such applicant any tools, implements or other articles, except articles of clothing or bedding, where urgently needed, and such articles as are hereinbefore referred to in Art. 1 ;

Nor to pay, directly or indirectly, the expense of the conveyance of any poor person, unless conveyed under the provisions of some statute or under an order of justices or other lawful authority or in conformity with some order or regulation of the Poor Law Commissioners or the Poor Law Board, except in the following cases, viz.—

1st. The case of a person conveyed to or from a district school, or an hospital or infirmary, or a lunatic asylum, or a house licensed or hospital registered for the reception of lunatics ;

2nd. The case of a person conveyed to the workhouse of the union or parish in which such person is at the time chargeable ;

3rd. The case of a person conveyed to or from any other workhouse or other house or establishment for the reception of poor persons, in which for the time being it shall be lawful for the guardians to place such person ;

Nor to give money to or on account of any such applicant for the purpose of effecting any of the objects in this article mentioned ;

Nor to pay, wholly or in part, the rent of the house or lodging of any pauper, nor to apply any portion of the relief ordered to be given to any pauper in payment of any such rent, nor to retain any portion of such relief for the purpose of directly or indirectly discharging such rent, in full or in part, for any such pauper ;

Provided always that nothing in this article contained shall apply to any shelter or temporary lodging procured for a poor person in any case of sudden or urgent necessity or mental imbecility.

See the Paupers' Conveyance Expenses Order, February 7th, 1898, p. 439.

“ Art. 3 is intended to preclude the payment of rent, and the allowance of relief in other specified forms which are not recognised by the law and are at

variance with the principle laid down in the statute of Elizabeth. . . ." (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 22.*)

Section 6 of the Poor Removal Act, 1846, imposes a penalty not exceeding five pounds nor less than forty shillings upon any officer of any parish or union unlawfully procuring the removal of any poor person (see p. 740), and by the Poor Law Amendment Act, 1851, s. 11, the above term "officer" includes any overseer.

9 & 10 Vict.
c. 66.

14 & 15 Vict.
c. 105.

Art. 4.—No relief shall be given from the poor rates of any of the said parishes, or of any parish comprised in any of the said unions, to any person who does not reside in some place within such parish or union respectively, save and except in the following cases :—

1st. The case of a person casually within such parish, and destitute.

2nd. The case of a person requiring relief on account of any sickness, accident or bodily or mental infirmity, affecting him or her, or any of his or her family.

3rd. The case of a widow, having a legitimate child dependent on her for support, and no illegitimate child born after the commencement of her widowhood, and who at the time of her husband's death was resident with him in some place other than the parish of her legal settlement, and not situated in the union in which such parish is comprised. [7 & 8 Vict. c. 101, s. 26.]

4th. The case of a child under the age of sixteen maintained in a workhouse or establishment for the education of poor children not situate within the union or parish.

5th. The case of the wife or child residing within such parish or union of some person not residing therein.

6th. The case of a person who has been in the receipt of relief from such parish, or from some parish in the union from which he or she seeks relief, at some time within the twelve calendar months next preceding the date of this order.

See notes to Art. 3 of Out-door Relief Prohibitory Order, p. 155. The reference in this article to relief given from the poor rates of a parish comprised in a union must now be read subject to the provisions of the Union Chargeability Act, 1865, by which relief is chargeable to the common fund of the union.

28 & 29 Vict.
c. 79.

"It is obvious that relief to non-resident paupers is a form of relief peculiarly liable to abuse, and the Poor Law Commissioners have in their minute of January 26th, 1841, printed in the Seventh Annual Report, App. p. 107, fully detailed the general objections and evils arising out of it. The present order . . . provides for its gradual extinction, and still permits it in certain cases, where the denial might be most felt as a hardship. In cases where the non-resident pauper is irremovable . . . there is no legal ground for granting relief, which, if required, should be given by and charged upon the union or parish of the residence." (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 22.*)

Art. 5.—No relief shall be given to any able-bodied male person while he is employed for wages or other hire or remuneration by any person.

“The Board desire to point out that what it is intended actually to prohibit is the giving relief at the same identical time as that at which the person receiving it is in actual employment, and in the receipt of wages (unless he falls within any of the exceptions afterwards set forth), and that relief given in any other case, as, for instance, in that of a man working for wages on one day and being without work the next, or working half the week and being unemployed during the remainder, and being then in need of relief, is not prohibited by this article.” (*Circ. Letter, December 14th, 1852, 5 Rep. P. L. Bd., pp. 30, 31.*)

As regards the evils of partial relief, or relief in aid of wages, see the 5th Report of the Poor Law Commissioners, 1839, and the Report on the Further Amendment of the Poor Law of December 31st, 1839.

Art. 6.—Every able-bodied male person, if relieved out of the workhouse, shall be set to work by the guardians, and be kept employed under their direction and superintendence so long as he continues to receive relief.

“Several cases described in Art. 7 are exempted from the compulsory operation of this rule, though in all or any of them the guardians may, if they think proper . . . require work to be performed in return for the relief given. The Board must observe that every payment made by the guardians to paupers ought to assume the form of relief, not of wages, and consequently should be measured by the wants of the applicant, and not by the quantity of work done. It is therefore of primary importance that the paupers should labour under vigilant superintendence, and should be required to execute a task fixed according to their physical ability.” (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 23.*)

See also note to Out-door Labour Test Order, p. 167.

29 & 30 Vict.
c. 113.

By s. 15 of the Poor Law Amendment Act, 1866, guardians are empowered to prescribe a task of work to be performed by any person to whom, or to whose wife, if he be liable to maintain such wife, or child legitimate or illegitimate under the age of sixteen, relief out of the workhouse shall have been lawfully granted; and any such person who refuses or wilfully neglects to perform a task of work prescribed by the guardians, such task being suited to the age, sex, strength and capacity of such person, and of a nature and description previously approved by the Poor Law Board, is liable to punishment, upon conviction, as an idle and disorderly person within the Vagrancy Act, 1824. Any such person also who shall wilfully destroy, or damage, any of the tools, materials or other property belonging to the guardians is subject to the same penalties, viz., imprisonment with hard labour for not exceeding one calendar month. The Local Government Board supply a form for prescribing a task and obtaining their approval thereto. The costs of such prosecutions are to be dealt with under the provisions of 7 & 8 Vict. c. 101, s. 59.

5 Geo. 4, c. 83.

Art. 7.—Provided that the regulations in Arts. 5 and 6 shall not be imperative in the following cases:—

1st. The case of a person receiving relief on account of sudden and urgent necessity.

2nd. The case of a person receiving relief on account of any sickness, accident or bodily or mental infirmity, affecting such person or any of his family.

3rd. The case of a person receiving relief for the purpose of defraying the expenses of the burial of any of his family.

4th. The case of the wife, child or children of a person confined in any gaol or place of safe custody.

5th. The case of the wife, child or children, resident within the parish or union, of a person not residing therein.

As to the 2nd and 4th exceptions see notes to Art. 1 (2) and (6) of the Out-Relief Prohibitory Order, pp. 151, 152.

Art. 8.—The guardians shall, within thirty days after they shall have proceeded to act in execution of Art. 6, report to the Poor Law Board the place or places at which able-bodied male paupers shall be set to work, the sort or sorts of work in which they or any of them shall be employed, the times and mode of work, and the provision made for superintending them while working, and shall forthwith discontinue or alter the same, if the Poor Law Board shall so require.

Art. 9.—No relief which shall be contrary to any regulation in this order shall be given by way of loan, but any relief which may be given in conformity with the provisions of this order to or on account of any person to whom relief may be lawfully given above the age of twenty-one, or to his wife, or any part of his or her family under the age of sixteen, may, if the guardians shall think fit, be given by way of loan.

See Art. 7 of the Out-door Relief Prohibitory Order and notes, p. 159.

“It is not infrequently supposed that there are cases in which though the guardians may not *give* relief they may *lend* it. But this article points out that what cannot legally be given must not be lent; and that the power of lending is only to be exercised where the guardians think fit to do something less than absolutely give the relief applied for in cases where the application is lawful. In such cases, and in such only, they may lend it; and such loans should never be made without being in due time strictly recovered.” (*Circ. Letter, August 25th, 1852, 5 Rep. P. L. Bd., p. 23.*)

Art. 10.—If the guardians shall, upon consideration of the special circumstances of any particular case, deem it expedient to depart from any of the regulations hereinbefore contained (except those contained in Art. 3), and within twenty-one days after such departure shall report the same, and the grounds thereof, to the Poor Law Board, the relief which may have been so given in such case by such guardians before an answer to such report shall have been returned by the said Board, shall not be deemed to be contrary to the provisions of this order; and if the Poor Law Board

shall approve of such departure, and shall notify such approval to the guardians, all relief given in such case after such notification, so far as the same shall be in accordance with the terms and conditions of such approval, shall be lawful, anything in this order to the contrary notwithstanding.

This "article leaves to the guardians full and unfettered discretion to deal, in the first instance, with any special case in which they may deem it expedient to give relief in a manner at variance with the provisions of this order, and only requires them to report to the Board the fact of their having given such relief, and the grounds on which they have done so." The Board, however, "trust that the judgment and experience of boards of guardians will lead them to abstain, as far as practicable, from any material departure from the sound principles of poor law administration upon which the articles of this order regulating relief are founded." (*Circ. Letter, December 14th, 1852, 5 Rep. P. L. Bd., p. 30.*)

Art. 11.—Whenever the word "guardians" is used in this order it shall be taken to include not only guardians appointed or entitled to act under the provisions of the said hereinbefore recited Act, but also any governors, directors, managers, acting guardians, vestrymen, or other officers in a parish or union, appointed or entitled to act as managers of the poor, and in the distribution or ordering of the relief of the poor from the poor rate, under any general or local Act.

Art. 12.—Whenever the word "parish" is used in this order, it shall be taken to include any place separately maintaining its own poor, whether parochial or extra-parochial.

Art. 13.—Whenever in describing any person or party, matter or thing, the word importing the singular number only is used in this order, the same shall be taken to include and shall be applied to several persons or parties as well as one person or party, and several matters or things as well as one matter or thing respectively, unless there be something in the subject or context repugnant to such construction.

Art. 14.—Whenever in this order any article is referred to by its number, the article of this order bearing that number shall be taken to be signified thereby.

SCHEDULE.

(*For amended schedule see below.*)

Given under our hands and seal of office this fourteenth day of December, in the year one thousand eight hundred and fifty-two.

(L. S.)

COURTENAY, *Secretary.*

JOHN TROLLOPE, *President.*

S. H. WALPOLE.

B. DISRAELI.

AMENDED SCHEDULE,

Containing the names of the unions and parishes to which the above order applies.

Alverstoke.	Huddersfield.
Ashton-under-Lyne.	Hunslet.
Barnsley.	Islington.
Barrow-in-Furness.	Keighley.
Barton-upon-Irwell.	Kendal.
Bermondsey.	Kensington.
Bethnal Green.	Kingston-upon-Hull.
Bierley, North.	Lambeth.
Birkenhead.	Lampeter.
Blackburn.	Lancaster.
Bolton.	Leeds.
Bradford (Yorks).	Leicester.
Brentford.	Leigh.
Bristol.	Lewisham.
Builth.	Liverpool.
Burnley.	Lunesdale.
Bury.	Manchester.
Camberwell.	Middlesbrough.
Carlisle.	Mile End Old Town.
Chichester.	Mutford and Lothingland.
Chelsea.	Newcastle-upon-Tyne.
Chorley.	Nottingham.
Chorlton.	Norwich.
City of London.	Oldham.
Clitheroe.	Paddington.
Coventry.	Pateley Bridge.
Devonport.	Penistone.
Dewsbury.	Plymouth.
East Preston.	Pontardawe.
Eccleshall Bierlow.	Poplar.
Edmonton.	Prescot.
Exeter.	Preston.
Fylde, The.	Prestwich.
Fulham.	Richmond (Surrey).
Garstang.	Rochdale.
Gateshead.	Rotherham.
Great Yarmouth.	Saddleworth.
Greenwich.	St. George's.
Hackney.	St. George's-in-the-East.
Halifax.	St. Giles and St. George, Blooms-
Hammersmith.	bury.
Hampstead.	St. Marylebone.
Haslingden.	St. Pancras.
Hemsworth.	Salford.
Hendon.	Settle.
Holbeck.	Sheffield.
Holborn.	Shoreditch.

AMENDED SCHEDULE—*continued*.

Skipton.	Wakefield.
Smallborough.	Wandsworth.
Southampton.	Warrington.
Southwark.	West Derby.
Stepney.	Westminster.
Stockport.	Wetherby.
Strand.	Wharfedale.
Sunderland.	Whitechapel.
Todmorden.	Wigan.
Toxteth Park.	Willesden.
Tregaron.	Woolwich.
Ulverston.	Wortley.

The following temporary order was issued on February 3rd, 1905, to the guardians of the Poplar Union in connection with the establishment by that body of a labour colony. Similar orders have been issued to the Kensington, Wandsworth and other Unions :—

To the Guardians of the Poor of the Poplar Union ;—
And to all others whom it may concern.

Whereas by a general order dated December 14th, 1852, addressed to the guardians of the poor of certain unions and parishes, including the Poplar Union, the Poor Law Board prescribed regulations with regard to the administration of outdoor relief to poor persons in the said union ;

And whereas it is expedient that further provisions should be made temporarily with regard to the administration of relief to certain classes of poor persons in the said union :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows :—

Art. 1.—The guardians of the poor of the Poplar Union may, after not less than seven days' notice of the proposal has been sent by their clerk to each guardian, pass a resolution (hereinafter referred to as " the resolution ") to the effect that the powers conferred by this order shall be exercised by them, and a copy of the resolution shall be forwarded to us by the clerk within one week after the passing of the resolution.

Art. 2.—(1.) The guardians may, from and after the passing of the resolution, and during the operation of this order, relieve out of the workhouse, the wife and family of any able-bodied male person who is relieved in the workhouse.

(2.) An able-bodied male person who is relieved in the workhouse, while his wife and family are relieved by the guardians out of the workhouse, shall not be absent from the workhouse more than once in any one week, nor for a period exceeding twelve hours, nor without the consent of the guardians.

(3.) Any such able-bodied male person who is absent from the workhouse without any contravention of sub-division (2) of this article may be relieved by the guardians during his absence from the workhouse, without being set to work during the time or any part of the time of his absence.

Art. 3.—This order shall operate and have effect during a period not exceeding three calendar months from the date of the said order.

Given under the seal of office of the Local Government Board, this third day of February, in the year one thousand nine hundred and five.

(L. S.)

H. C. MONRO, *Assistant Secretary*.

WALTER H. LONG, *President*.

RELIEF TO SCHOOL CHILDREN.

THE RELIEF (SCHOOL CHILDREN) ORDER.

[APRIL 26th, 1905.]

To the Guardians of the Poor of the several poor law unions, and of the several out-relief unions in England and Wales ;—
And to all others whom it may concern.

Whereas by certain general orders and other orders made by the Poor Law Commissioners, and the Poor Law Board, and by us, the Local Government Board, regulations have been prescribed with respect to the relief of the poor :

And whereas by section 56 of the Poor Law Amendment Act, 1834, it is enacted that all relief given to or on account of the wife, or to or on account of any child or children under the age of sixteen, not being blind or deaf and dumb, shall be considered as given to the husband of such wife, or to the father of such child or children, as the case may be ;

4 & 5 Will. 4,
c. 76.

And whereas by section 58 of the said Act it is enacted that any relief, or the cost price thereof, which shall be given to or on account of any poor person above the age of twenty-one, or to his wife, or any part of his family under the age of sixteen, and which we by any rule, order, or regulation declare or direct to be given or considered as given by way of loan, and whether any receipt for such relief, or engagement to repay the same, or the cost price thereof, or any part thereof, shall have been given or not by the person to or on account of whom the same shall have been so given, shall be considered and the same is by the said section declared to be a loan to such poor person ;

And whereas it is expedient that such provision as is hereinafter set forth be made with respect to the relief ordered or given in certain cases :

Now therefore, in the exercise of our statutory powers in that behalf, and in relation to each poor law union, and to each out-relief union in England and Wales, we do hereby order, declare and direct as follows :—

Art. 1.—In this order, unless the contrary intention appears—

The expression “ the guardians ” means, as the case requires, the guardians of the poor of a poor law union, or the guardians of the poor of an out-relief union.

The expression “ the orders and regulations ” means and includes all rules, orders, or regulations made by the Poor Law Commissioners, the Poor Law Board, or by us, with

respect to the relief of the poor, and applicable for the time being to a poor law union or to an out-relief union; and

The expression "special application" means an application made to the guardians, directly or otherwise, or to a relieving officer, by the managers, or by a teacher duly empowered by the managers, of a public elementary school, or by an officer duly empowered by the local education authority; and having for its object the allowance of relief to a child under the age of sixteen who is in course of attendance at a public elementary school.

As to the "orders and regulations" see the "Out-door Relief Prohibitory," and the "Out-door Relief Regulation Orders" preceding this order.

"The guardians and their officers are of course only concerned with the relief of destitution, but if a child in any poor law union is in fact destitute of necessary food, and application for relief is made to the guardians or the relieving officer by the child or by any responsible person on his behalf, it is the duty of the guardians, and, in a case of sudden or urgent necessity, of the relieving officer, to afford such relief as may be requisite, subject to the regulations issued by the Board or their predecessors with regard to the administration of relief which are in force in the union. The Board realise, however, that where the child resides with a parent who is able to supply the requisite food but neglects to do so, the cost of the relief given ought in general, and especially where the neglect is habitual, to be borne by the parent and not to fall on the ratepayers. The object would be secured if the relief was given on loan, and the cost was recovered from the parent. This could not be done in all cases, but in order to meet the object in view as far as possible, the Board have issued a new order. . . . The order deals with cases where an application is made to the guardians directly or otherwise, or to a relieving officer, by the managers, or by a teacher duly empowered by the managers, of a public elementary school, or by an officer duly empowered by the local education authority, having for its object the allowance of relief to a child under the age of sixteen, who is in course of attendance at a public elementary school. Such an application is defined as a "special application." (*Circ. Letter from L. G. Bd., April 27th, 1905.*)

See Art. 7 as to the limited application of the order.

The power of application under the order is restricted to the managers, or a teacher duly empowered by the managers, of a public elementary school, or an officer duly empowered by the local education authority, and may be made either to the guardians or to a relieving officer.

Art. 2.—(1.) Where a special application is made to the guardians, directly or otherwise, and the case is not one of sudden and urgent necessity, they shall take steps to ascertain whether the allowance of relief to the child to whom the special application relates is or is not rendered necessary by the habitual neglect of the father to provide adequate food for the child.

(2.) Any relief, or the cost price of any relief, given in any such case in accordance with this order shall be given or considered as

given by way of loan, if the guardians are satisfied that the case is one of such habitual neglect as aforesaid, and, if the guardians are not so satisfied, may be given or considered as given by way of loan, where the guardians determine that the relief shall be so given or shall be considered as so given.

If the guardians are satisfied that relief is necessary, and that it is rendered necessary by the habitual neglect of the father to provide adequate food for the child, any relief given in accordance with the order must be given on loan. If they are not so satisfied, it will be in their discretion to determine whether or not the relief shall be given on loan.

(3.) Where the guardians determine to give relief in accordance with this order, and where, by virtue of any provision of this order, or of any determination in pursuance of this order, the relief will be given or considered as given by way of loan, the guardians shall, after making their order upon the special application, and before relief is given in compliance with their order, cause all such steps as are practicable to be taken for the purpose of notifying to the father of the child to whom the special application relates, the fact that the relief will be given or will be considered as given by way of loan.

“ This will afford the father an opportunity of undertaking to provide without relief all that the circumstances of the case require. If he in fact makes this provision, it will obviously be unnecessary for the relief to be given.”
(*Circ. Letter from L. G. Bd., April 27th, 1905.*)

(4.) Where the guardians determine to give relief in accordance with this order, but the relief will not by virtue of any provision of this order, or of any determination in pursuance of this order, be given or considered as given by way of loan, the guardians shall, after making their order upon the special application, and before relief is given in compliance with their order, cause all such steps as are practicable to be taken for the purpose of notifying to the father of the child to whom the special application relates, the fact that the relief given to or on account of the child will be considered as given to the father.

.See note to preceding sub-article.

(5.) The guardians shall not, without a fresh application, allow any relief in pursuance of this article for a longer period than one month.

“ Where a special application is renewed within a short time, say six months after the expiration of the period for which the relief has been given, and further relief has to be allowed, or where within this period special application is made and relief is given in respect of some other member of the same family, and the cause of the application is the habitual neglect of the father to provide

food, the Board think that the guardians should consider whether the case is one in which proceedings could be taken against the father either under the Vagrancy Act, 1824, or the Prevention of Cruelty to Children Act, 1904. If they proceed under the former Act they must be able to show that the father is able to maintain his family by work or by other means and that he wilfully refuses or neglects to do so, and that in consequence the child has become chargeable. If they proceed under the Prevention of Cruelty to Children Act, they must be in a position to show that the father is a person who has the custody, charge or care of the child and who neglects the child or causes him to be neglected in a manner likely to cause him unnecessary suffering or injury to his health." (*Ibid.*)

Art. 3.—Where a special application is made to the guardians, directly or otherwise, and the case is one of sudden and urgent necessity, any relief or the cost price of any relief given in any such case in accordance with this order shall be given or considered as given by way of loan, and the guardians, at the time of making their order upon the special application, or as soon as possible after the relief is given, shall cause all such steps as are practicable to be taken for the purpose of notifying to the father of the child to whom the special application relates, the fact that the relief is given or will be considered as given by way of loan.

Art. 4.—Where a special application is made to a relieving officer, and the case is one of sudden or urgent necessity, any relief or the cost price of any relief given in any such case in accordance with this order shall be given or considered as given by way of loan, and the relieving officer shall, at the time of giving the relief, or as soon as possible after the relief is given, take all such steps as are practicable for the purpose of notifying to the father of the child to whom the special application relates the fact that the relief is given or will be considered as given by way of loan.

Art. 5.—Where by virtue of any provision of this order, or of any determination in pursuance of this order, any relief or the cost price of any relief, given upon a special application will be given, is given or will be considered as given by way of loan, nothing in the orders and regulations shall apply or have effect so as to require that, as a condition of the giving of the relief, the able-bodied father of the child to whom the special application relates shall be relieved only in the workhouse, or shall be set to work by the guardians and be kept employed under their direction and superintendence so long as he continues to receive relief.

"It is evident that where relief is given by way of a loan in cases of the kind now under consideration, the provisions of any orders and regulations in force in the union, which require that where relief is given the able-bodied father shall be relieved only in the workhouse or be set to work by the guardians, cannot be observed. Article 5 consequently dispenses with these requirements.

in such cases. It must not be understood that the Board desire that provisions of the kind should be relaxed where they can be complied with, but it appears to them that they are inapplicable in the cases in question, and that in lieu of them reliance must be placed on the fact that the relief will only be given on loan, and that it will be the duty of the guardians, under Art. 6, to take proceedings for the recovery of it, except in any special case in which the guardians report the circumstances to the Board and the Board approve of their abstaining from taking proceedings." (*Ibid.*)

As to relief to an able-bodied man, see Art. 1 of the Out-door Relief Prohibitory Order, p. 151, and Art. 6 of the Out-door Relief Regulation Order, p. 172.

Art. 6.—The guardians shall take proceedings for the recovery of any relief, or the cost price of any relief, which, by virtue of any provision of this order, or of any determination in pursuance of this order, is given or is considered as given by way of loan, except in any case in which the guardians report the circumstances to us, and we approve of their abstaining from any such proceedings.

"The relief given to a child in pursuance of a special application will be relief to the father, and under s. 8 of the Poor Law Amendment Act, 1848, the relief given on loan or the cost price of it can be recovered from the father in the county court, whilst s. 59 of the Poor Law Amendment Act, 1834, affords a means by which any master or employer from whom any wages are or may become due to the father may be required to pay to the guardians the amount of any relief given on loan or so much of it as from time to time remains due or unpaid." (*Ibid.*)

11 & 12 Vict.
c. 110.

4 & 5 Will. 4,
c. 76.

"The object of the exception is to meet cases in which it would be obviously useless to institute proceedings. Where application is made to the Board for approval under this article, it will be necessary that the circumstances which, in the opinion of the guardians, justify the application as regards the particular case, should be fully stated." (*Ibid.*)

Art. 7.—Nothing in this order shall apply or have effect in relation to any case, other than that of a child who is not blind or deaf and dumb, who resides with his father, and whose father is not in receipt of relief, other than relief given in accordance with this order.

"It will be observed that the order does not apply to a child who is blind or deaf and dumb, or in any case to the mother or any other relative of the child besides the father. It has been thus framed in view of the terms of s. 56 of the Poor Law Amendment Act, 1834, and of the limitations in s. 58 of that Act. Moreover, it only applies where the child is resident with the father. . . .

"The precise way in which relief should be given to underfed children in consequence of special applications under the order must obviously for the most part depend on the local circumstances. It is important that the relief should not be given in money where this can possibly be avoided, and that the arrangements made should be such as to secure to the utmost extent practicable that the child shall himself get the full benefit of the relief ordered. Where the relief is given by the relieving officer on his own responsibility of course it cannot be given in money.

"The guardians will no doubt find it desirable to avail themselves of any charitable organisation which exists in the locality for the provision of meals, and to arrange with them for the supply of food to the child on the presentation of a ticket.

"In other cases an arrangement might be made with some shopkeeper to supply the food on presentation of an order from the relieving officer.

"The Board realise the difficulties of the subject, but they trust that boards of guardians, particularly those of populous unions in which cases of underfed children more frequently occur, will endeavour to co-operate with the local education authorities in dealing with really necessitous cases, whilst exercising due discrimination so as to avoid the pauperisation and consequent disfranchisement of parents who ought not to be brought under the poor law." (*Ibid.*)

Art. 8.—This order may be cited as "The Relief (School Children) Order, 1905."

Given under the seal of office of the Local Government Board,
this twenty-sixth day of April, in the year one thousand
nine hundred and five.

(L.S.)

G. W. BALFOUR,
President.

S. B. PROVIS,
Secretary.

The Board of Education have issued the following circular letter to local education authorities:—

BOARD OF EDUCATION,
WHITEHALL, LONDON, S.W.,

April 28th, 1905.

SIR,—The Board of Education desire to call the attention of local education authorities to the enclosed circular issued by the Local Government Board to the guardians of the poor in England and Wales.

The object of the order referred to in the circular and appended to it is to adapt certain provisions of the poor law to the relief of children who may be sent to public elementary schools by their parents in a state of destitution for want of sufficient nourishment.

The order provides that upon application made by certain persons specified in the order to the guardians or to the relieving officer, relief given to a child under sixteen may be considered as given by way of loan to the father.

Such application is described in the order as a *special application*, and local education authorities should note that it may be made—

To the guardians, or

To the relieving officer,

and may be made—

By managers, or

By a teacher duly empowered by the managers, or

By an officer duly empowered by the local education authority.

The nature and effect of the special application are sufficiently set out in the order and the accompanying circular, but there are certain special points to which the Board of Education desire to call the attention of local education authorities.

A child may be sent to school without proper nourishment—(1) because the parents are permanently impoverished, or (2) because temporary illness, loss of employment, or other unavoidable causes, have for the time incapacitated the parents from making necessary provision for the child, or (3) because the parents, though capable of making this provision, have neglected to do so.

The Board feel that the second of these groups of cases will provide the most suitable field for the valuable work done by the various voluntary and charitable agencies which exist for the provision of meals for children who are sent to school hungry.

Cases coming under the first or third category may be proper subjects for a *special application* to the guardians or relieving officer.

Unless the case is so urgent that it must be dealt with immediately, special application should only be made after careful inquiry into the circumstances by those making the application, in order to ascertain to which class the case belongs.

Local education authorities who empower an officer, or managers who empower a teacher, to make special applications under the order, should be careful to inform the guardians and relieving officers of the poor law union concerned of the name of the teacher or officer so empowered.

It should be borne in mind that in areas where distress and want are habitual or frequently recurrent, local education authorities by encouraging and promoting the establishment of proper organisations for inquiry where distress is alleged, and for distribution of relief where relief is needed, may greatly facilitate the treatment of cases of destitution, under whichever class they fall.

I have the honour to be, Sir,

Your obedient servant,

H. M. LINDSELL.

To the Local Education Authority.

COLLECTOR OF THE GUARDIANS, GENERAL ORDER.

[OCTOBER 7TH, 1865.]

To the Guardians of the Poor of the several unions, parishes and places named in the schedules hereunto annexed ;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said unions, parishes and places are situate ;—

And to all others whom it may concern.

Whereas it is oftentimes expedient that guardians of the poor should appoint an officer to collect and receive monies from time to time due and payable to them or on their account.

Now therefore, we, the Poor Law Board, acting under the authority of the statutes in that behalf made and provided, hereby order and direct the guardians of the poor of the several unions, parishes and places named in the Schedules (B.) and (C.) hereunto annexed, as and when they shall see occasion to do so, to appoint a fit and proper person to collect the monies due and payable to such guardians, to be termed collector of the guardians.

*Collectors of
the Guardians
Order.
Nov. 27th,
1866.*

And whereas it is expedient that the guardians of some of the unions and parishes should be empowered to appoint more than one such collector.

Now therefore, we, the said Poor Law Board, acting under the authority of the statutes in that behalf made and provided, hereby order and direct that as and when any board of guardians shall see occasion to do so, they may appoint more than one collector for the above purpose.

And we hereby further direct that all the regulations and provisions contained in the said recited order [October 7th, 1865], shall apply to the collectors to be appointed under the authority of this order.

By the Appointment of Subordinate Officers Order of September 7th, 1899, the guardians may, without reference to the Local Government Board, appoint, pay, suspend, dismiss or determine the office of a collector of the guardians appointed after September 30th, 1899. The death or resignation of such an officer need not be reported, nor the appointment of a temporary substitute, but the dismissal of such an officer, and the grounds thereof, must still be reported.

The sanction of the Local Government Board is no longer necessary for the appointment of a relieving officer to act as collector of the guardians for an area wholly comprised within the district for which he acts as relieving officer. The order will be found at p. 483.

And we further order with respect to such appointment as follows; that is to say:—

*Order of
Oct. 7th, 1865
—continued.*

MODE OF APPOINTMENT.

Art. 1.—Every officer to be appointed under this order shall be appointed by a majority of the guardians present at a meeting of the board, and voting on the question of such appointment.

See note to Art. 155 of the Consolidated General Order, p. 83.

Every such appointment shall, as soon as the same has been made, be reported to the Poor Law Board by the Clerk to the Guardians.

See note on preceding page.

Art. 2.—Previous to an appointment to the aforesaid office being made under this order, a notice that the question of making such appointment will be brought before the board of guardians shall be given and entered on their minutes at one of the two ordinary meetings of the said board next preceding the meeting at which the appointment is made, or an advertisement, giving notice of the consideration of such appointment, shall be inserted in some public newspaper, by the direction of the guardians, at least seven days before the day on which such appointment is made. Provided that no such notice or advertisement shall be necessary for the appointment of a temporary substitute.

QUALIFICATION.

Art. 3.—Every person who shall be appointed to the office of collector under this order shall agree to give one month's notice previous to resigning the office, or to forfeit one month's amount of salary, to be deducted as liquidated damages from the amount of salary due at the time of such resignation.

DUTIES OF THE OFFICER.

Art. 4.—The duties of the collector shall be—

No. 1. To collect under the directions of the guardians, all sums of money from time to time due and payable to them other than such as under their orders or otherwise shall be payable to their treasurer.

No. 2. To serve the orders of contributions upon the overseers when required by the guardians to do so.

No. 3. To assist the clerk to the guardians in filling up receipts, keeping books and making returns which relate to any matter

Similar forms for use by the collector of the guardians are prescribed by Art. 17 of the General Order for Accounts (p. 220), which also requires the account to be balanced quarterly.

No. 6. To pay all sums received by him to the treasurer of the said guardians monthly, or at any shorter period if required by them to do so; and whenever the same shall amount to 50*l.* or upwards, to pay the same to the said treasurer as soon as practicable after the receipt thereof.

No. 7. To submit to the guardians at their ordinary meeting an account of the payments and disbursements made by him on their behalf, with proper vouchers where the same can be obtained, once a month, or at a shorter interval if he find it necessary to do so.

No. 8. To attend every meeting of the guardians when required by them to do so, and every meeting of the finance committee, if there be one, and to obey all lawful orders and directions of such guardians and committee relating to his office.

No. 9. To attend the auditor at the audit of the accounts of the guardians, and to obey all the regulations contained in the orders of accounts issued to the unions and parishes named in the said schedules (B.) and (C.) hereunto annexed, which relate to the attendance and accounting of officers at the audit.

See Art. 40 of the General Order for Accounts, January 14th, 1867 (p. 257), which has taken the place of the orders of accounts which were in force when this order was made.

Schedules (B.) and (C.) have been omitted as out of date and unreliable.

REMUNERATION OF THE OFFICER.

Art. 5.—*The board of guardians shall pay to the officer appointed to the office of collector under this order such salary, either by a fixed sum or by a poundage, as the Poor Law Board shall from time to time direct or approve; and shall also repay the amount expended or disbursed by him on their behalf according to the account rendered by him, so far as it shall be found to have been duly and properly incurred.*

See note at p. 184.

Art. 6.—The salary of such officer shall be payable from the day on which he commences the performance of his duties up to the day on which he shall cease to hold such office, and no longer, and shall be paid by quarterly payments at the several quarters ending at the usual feast days in the year, namely, Lady Day, Midsummer Day, Michaelmas Day and Christmas Day, with a proportionate sum

to be paid to his executors or administrators in case he shall die while holding such office; and in the case of a payment by poundage, the same shall be calculated by the said guardians at such several quarters upon the amount which the said guardians shall ascertain to have been collected by such collector in the quarter then last ended, and the same shall be paid by the said guardians at such times accordingly.

See, however, the Monthly Payment of Salaries Order of December 22nd, 1871, after Art. 37 of the General Order for Accounts, p. 256.

Art. 7.—It shall be competent for the guardians to defer, in whole or in part, the payment of the salary of such collector, until his accounts shall have been audited and allowed by the auditor, after which audit and allowance the sum due up to the date of his accounts so audited shall forthwith be paid.

Art. 8.—No such collector who may be suspended, and who shall upon such suspension resign, *or be removed by the Poor Law Board*, shall be entitled to any salary from the date of such suspension; and no such officer who shall be temporarily suspended from his office, by reason of his services not being required, shall be entitled to any salary pending such temporary suspension.

See note at p. 184, and Art. 12 of this order.

SECURITY.

Art. 9.—The person appointed to such office shall give a bond in such penal sum as the said guardians shall think fit, in the names of himself and two sufficient sureties, not being officers of the same union or parish as that for which he shall be appointed, conditioned for the due and faithful performance of the duties of the office; and every such collector shall give immediate notice to the said guardians of the death, insolvency or bankruptcy of either of such sureties, and shall, when required by the said guardians, produce a certificate signed by two householders, that his sureties are alive, and believed by them to be solvent, and shall supply a fresh surety in the place of any such surety who may die, or become bankrupt or insolvent: Provided that the guardians may, if they think fit, take the security of any society or company expressly authorised by statute to guarantee or secure the faithful discharge of the duties of any poor law officer.

See Arts. 184 and 185 of the Consolidated General Order, and notes thereon.

Art. 10.—The auditor shall, in the statement required by the general orders of the Poor Law Commissioners and the Poor Law Board in that behalf, to be transmitted to them of the securities of

the officers of the said unions or parishes, include the name of the collector for the time being appointed under this order, together with the particulars in the said general orders required, and shall report thereon to the board of guardians, in like manner as therein set forth with reference to the securities of other officers.

See Art. 2 of the order of May 5th, 1877, substituted for Art. 51 of the General Order for Accounts, p. 265.

CONTINUANCE IN OFFICE AND SUSPENSION OF OFFICER—SUPPLY OF VACANCY.

Art. 11.—*Every collector shall hold the said office until he shall die, or resign, or be removed by the Poor Law Board, or be proved to be insane by evidence which such Board shall deem sufficient, unless the guardians shall deem it advisable to discontinue the office, and shall inform the said Board accordingly; and upon such death, resignation, removal or insanity of any such officer, the said guardians shall give notice thereof to the Poor Law Board, and proceed to appoint some person in his place, according to the provisions of this order; and in every case of a resignation, the clerk of the said guardians shall transmit to the Poor Law Board a statement of the cause of such resignation, so far as it may be known to them.*

See note at the beginning of this order as to the effect of the Subordinate Officers Order on Arts. 11-13.

Art. 12.—*The said guardians may, at their discretion, suspend from the discharge of his duties any such collector, and shall, in case of every such suspension, forthwith report the same, together with the cause thereof, to the Poor Law Board, for their decision thereon, and if the Poor Law Board remove such suspension, he shall forthwith resume the performance of his duties.*

Art. 13.—*If any such collector be at any time prevented by sickness or accident, or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may pay such person a reasonable compensation for his services; and every such appointment, with a statement of the circumstances which have led to it, shall be reported to the Poor Law Board, as soon as the same shall have been made, by the clerk to the guardians.*

Art. 14.—*The word "parish" in this order shall mean every place which maintains its own poor separately or for which a separate poor rate is made.*

Art. 15.—The word “overseer” shall be taken to include any person acting or legally bound to act in the discharge of any of the duties usually performed by overseers, so far as they are referred to herein.

SCHEDULES.

Schedule A. is inserted after Art. 4 (5); Schedules B. and C. are omitted.

Given under our hands and seal of office, this seventh day of October, in the year one thousand eight hundred and sixty-five.

(L. S.)

ENFIELD, *Secretary*.

C. P. VILLIERS, *President*.

G. GREY.

W. E. GLADSTONE.

THE GENERAL ORDER FOR ACCOUNTS.

GENERAL ORDER FOR REGULATING THE KEEPING, EXAMINING, CLOSING AND AUDITING OF UNION AND PAROCHIAL ACCOUNTS.

[JANUARY 14TH, 1867.]

IN the circular letter of January 22nd, 1867, accompanying this order, the Poor Law Board intimate that the order is "issued in compliance with the direction contained in the 11th section of the Statute 28 & 29 Vict. c. 79, to render the accounts of the guardians conformable to the provisions of that Act" [The Union Chargeability Act, 1865]. The letter proceeds: "The Board have by this order removed all the regulations in the former orders of accounts which referred to parochial chargeability, but they have not removed the parochial division of paupers, as they have considered that for many purposes it will prove convenient to retain the entry and classification of paupers with reference to the parishes in which they reside, or from which they are removed into the workhouse. The paupers will, therefore, be registered henceforth under the names of the several parishes of their residence." They also say that the Board have thought it right that henceforth the half-yearly financial statement shall show the liabilities of the guardians outstanding at the end of the half-year to which the statement relates. (19 *Rep. P. L. Bd.*, 1866-7, p. 125.)

To the Guardians of the Poor of the several unions named in the Schedule (H.) hereunto annexed;—

To the Churchwardens and Overseers of the Poor of the several parishes and places comprised within the said unions;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the parishes comprised within the said unions are situate;—

And to all others whom it may concern.

Whereas it is enacted in "The Union Chargeability Act, 1865," that the Poor Law Board shall, as soon as convenient, make all such orders as may be requisite to render the provisions of that Act applicable to the proceedings and accounts of the guardians of unions and of overseers of parishes comprised therein.

Now therefore we, the Poor Law Board, in pursuance of the authorities vested in us by an Act of Parliament passed in the fifth year of the reign of King William the Fourth, intituled "An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales, HEREBY, from the twenty-fifth day of March next, RESCIND all such orders, and all such parts of any orders, heretofore issued by the Poor Law Commissioners or the Poor Law Board to the several unions named in the Schedule (H.) hereunto annexed as relate to the keeping, examining, closing, auditing, allowing and

28 & 29 Vict.
c. 79.

publishing of the accounts of the said unions, and of the parishes therein, and of the officers thereof, or to the keeping of any books of account relating to such unions or parishes by any officer thereof, other than a chaplain or medical officer, or to the accounting of any such officer to the auditor, or to any other party, so far as this present order applies to the keeping of the same or similar books, and to the accounting of such officers, except as hereinafter excepted.

And we hereby, nevertheless, order, that until the twenty-ninth day of September next the guardians of any such union, and the officers thereof, and the overseers of the parishes therein, may keep their accounts and books of account in the forms now used by them respectively, or adapt them where necessary to the forms herein prescribed, as nearly as may be.

And subject thereto, in every case in which the Poor Law Board shall not assent to a departure from any of the regulations contained in this order, and in reference to such of the officers in the said unions to whom this order shall be applicable not yet appointed, as shall from time to time be appointed hereafter ;

We hereby, from the said twenty-fifth day of March next, order and direct as follows :—

KEEPING OF ACCOUNTS.

PAROCHIAL ACCOUNTS.

Overseers.

See the definition of the words “overseers,” “collector,” and “parish” in Arts. 59-61.

Art. 1.—The overseers of every parish in the union shall (except so far as such books are kept under their direction by any collector) punctually enter and accurately keep according to the forms and direction in the Schedule (A.) hereunto annexed :— [See p. 194.]

A Rate Book. In this book shall be inserted the particulars of the assessment and collection of the poor rate of the parish, as set forth in the *Form* of Rate Book ; and in addition to the declaration required by the Union Assessment Committee Act, 1862, or any Act amending the same where the valuation list for the parish shall have been finally approved of, and elsewhere in addition to the declaration required by the Statute 6 & 7 Will. 4, c. 96, such overseers shall, before any rate is presented to the justices for their allowance, sign a declaration, in words at length, of the total amount of the rate so presented for allowance, according to the form or to the effect set forth in the said *Form*.

(a.) The several columns of the *Rate Book* which contain the gross estimated rental and rateable value, and the rate in the pound assessed upon the several persons liable to be assessed, the recoverable arrears and the total amount to be collected,

shall be added up at the foot of every page, and the several totals shall be ascertained and set forth at the foot of the rate, before the same shall be submitted to the justices for their allowance.

- (b.) If the overseers shall deem it convenient, the rate may be divided into several portions corresponding with the several divisions of the parish, if any, so as to bring all the rateable property of each division together, and there may be separate series of numbers for the assessments in every division, and they may in like manner bring together in the rate separate classes of rateable property.
- (c.) The overseers may, if they think proper, bring together and assess under one number all or any portion of the properties situated in the parish or in any separate division thereof, if there be any, belonging to the same person, and for which he shall be liable to be assessed as owner.

Provided that nothing herein contained shall apply to any poor rate made under the authority of a local Act by persons other than the overseers.

The Poor Rate Assessment and Collection Act, 1869, amended the law relating to the collection of poor rates assessed upon occupiers of hereditaments held for short terms, and to the making and collecting of the poor rate. The Poor Law Board in their circular letter of November 23rd, 1869 (22 *Rep.* p. 30), explain some of the requirements and provisions of the Act. They point out that by s. 14 there is to be set forth in the title of the rate the period for which the same is estimated, and if the rate is payable by instalments, the amount of each instalment, and the date at which each instalment is payable; and that therefore it will be necessary to add to the title of the rate prescribed by the schedule to 6 & 7 Will. 4, c. 96, some words like these: "which is estimated to meet all the expenses for the above purposes which will be incurred before the day of next." And if the rate is paid by instalments, the following words, or words of similar purport, should be added: "and which rate we declare to be payable by equal instalments [or by the following instalments, that is to say, shillings pence in the pound and shillings pence in the pound], to be paid respectively at the following dates, that is to say, on the day of and on the day of ." A specimen form of rate book is appended to the circular letter, but inasmuch as later forms have been suggested, is not here given.

The Agricultural Rates Act, 1896, enacts that during the continuance of the Act the occupiers of agricultural land in England shall be liable in the case of every rate to which the Act applies to pay one half only of the rate in the pound payable in respect of buildings and other hereditaments, and provides for payments out of the local taxation account in respect of the deficiency arising from such exemption. The value of agricultural land is to be stated in valuation lists, etc., separately from that of any building or other hereditament, and the Local Government Board is charged with the duty—

- (1) of ascertaining the deficiency above referred to;
- (2) of providing for such separate valuation; and

SCHEDULE

THE RATE

Form of heading to the "rate."

An Assessment for the Relief of the Poor of the Parish of _____ in the _____ to law, made this _____ day of _____, in the year of our Lord one thousand _____

ARREARS.						RATE.																	
Number.		Due, or if excused.		If excused, write the word "excused "		Name of Occupier.		Name of Owner.		Description of Property rated.		Name or Situation of Property.		Estimated Extent.		Gross Estimated Rental.		Rateable Value.		Rate at in the Pound.		Amount of rate assessed upon and payable by the Owner instead of the occupier, by virtue of the Statute or Statutes in that behalf.	
1	2	3	4	5	6	7	8	9	10	11	12												
	£	s.	d.				A.	R.	P.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.		
Totals.....																							

Form of declaration at the foot of the "rate."

We declare that, adding the columns 11 and 12 together, the total of the pence. _____
We, _____ do declare the several particulars specified in the respective ascertain them, to which end we have used our best endeavours: or We, the _____ has examined and compared the several particulars in the respective columns Union Assessment Committee Act of 1862, in force in this parish, and the appearing in such Valuation List.

(3) of applying and adapting any statutory form or procedure respecting the valuation list or poor rate.

Accordingly the order of July 28th, 1896, contains provisions for these purposes, and Art. 16 directs as follows:—

Agricultural Rates Order, 1896.

In every parish in which there is any agricultural land as defined by the Act, any new or supplemental valuation list made after the thirty-first day of March, one thousand eight hundred and ninety-seven, shall be made out in the form

(A.)

Book.

Count of , and for other Purposes chargeable thereon, according
eight hundred and , after the rate of in the pound.

COLLECTION.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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above rate amounts to the sum of pounds shillings and

columns of the above Rate to be true and correct so far as we have been able to undersigned, do hereby declare that one of us, or some person on our behalf, of the above Rate with the Valuation List made under the authority of the several hereditaments are, to the best of our belief, rated according to the value

_____, Overseer.
_____, Overseer.
_____, Churchwarden.
_____, Churchwarden.

shown in Schedule W. hereto, instead of being made in the form shown in the schedule to the Union Assessment Committee Act, 1862; and every rate made after that date which is now required to be made in the form shown in the schedule to the Parochial Assessment Act, 1836, shall in every such parish be made in the form shown in Schedule Y. hereto.

25 & 26 Vict.
c. 103.

6 & 7 Will. 4,
c. 96.

which the tithe rent-charge issues, is repealed, and the rate is to be assessed on, and may be recovered from the owner of the tithe rent-charge in the like manner and by the like process as on and from any occupying ratepayer. (*Circ. Letter, L. G. Bd., April 30th, 1891, 21 Rep., p. 74.*)

The following letter has been addressed to the district auditors suggesting alternative forms of rate books :—

“Circular.
“Forms of Rate Book.

“LOCAL GOVERNMENT BOARD,
“WHITEHALL, S.W.

“September 30th, 1904.

“SIR,—I am directed by the Local Government Board to transmit to you the accompanying copies of a form of rate book for poor rates (A.) which has been prepared in this office, as being convenient for general use in parishes outside London which comprise agricultural land, and in which section 4 of the Poor Rate Assessment and Collection Act, 1869, is in force, instead of that prescribed by the general order of January 14th, 1867, and the Agricultural Rates Order, 1896. The principal difference between this form and the prescribed form, besides the addition of columns having reference to sections 3 and 4 of the Poor Rate Assessment and Collection Act, 1869, is in the position of the column for recoverable arrears, which it has been found convenient to place at the end of the rate collection account.

32 & 33 Vict.
c. 41.

“The form is suitable for use where the poor rate is collected separately, is levied half-yearly, and is not made payable by instalments. The note indicates the modifications which may be made when sections 3 and 4 of the Act of 1869 are not in force.

“Where the poor rates are made in rate books according to this form, the Board’s assent to the regulations being departed from in this respect may be understood to have been given. Columns for a lighting rate or a rate for special expenses of a rural district council (or for both), when made by the overseers on the same day as the poor rate, may be added as shown in the specimen form (D.) enclosed. The general order of March 20th, 1879, does not apply to a rate for special expenses, but it may be understood that no further sanction on the part of the Board is required to columns relating to that rate being added to the poor rate book, provided they are in accordance with those in the enclosed form.

“ The Board have revised the specimen form of rate book applicable where the poor rate is made payable by instalments, pursuant to section 15 of the Act of 1869, which was appended to the circular letter of the Poor Law Board, dated November 23rd, 1869. Two copies of the revised form (B.) are enclosed. The remarks at the commencement of the preceding paragraph of this letter apply equally to this form.

"In several parishes in which an extra balancing of the rate during the course of collection is necessary, in consequence of the rate being made for a year, and not being payable by instalments, the Board have sanctioned the use of a form of rate book containing additional columns for the extra balancing. The enclosed form (C.) may be used in those cases, instead of the form that was actually approved by the Board, without any further sanction in each particular case.

"I am, Sir,

"Your obedient servant,

“S. B. PROVIS.

“Secretary.

"The District Auditor."

[The Forms referred to will be found immediately before the Index.]

A Book of Receipts and Payments. On one side of this book shall be entered, according to the form so named, an account of all monies received by the overseers, by virtue of their office, on behalf of the parish, and on the other side of such book the overseers shall enter, in like manner, with the proper dates, an account of all monies paid and expended by them, by virtue of their office, on behalf of the parish, and shall sign the same in the place prescribed in the said form.

General Order for Accounts—continued.

And at the foot of every such account the overseers shall insert, before each audit, a “*Memorandum*” in respect of each rate allowed by justices during the half-year, containing the particulars set out in the form. [See form on opposite page.]

“Every transaction, excepting receipts from poor rates, should be entered under its true date. Monies received from the poor rate cannot be entered in this manner, but the total amount received on account of each rate during the half-year should be entered in one sum. In the *memorandum* at the foot of the account for the half-year, should be entered in respect of each rate: 1. The total amount of the rate; 2. The amount legally excused in such rate; 3. The amount not recoverable; and 4. The sum remaining to be accounted for. (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Bd., p. 117.*)

Art. 2.—This article, except as regards the parishes in the several metropolitan boroughs, the parishes in the Isle of Scilly, the parishes of Holy Trinity and St. Mary in the county borough of Kingston-upon-Hull, and the parish of Norwich, is rescinded by the general order of September 8th, 1903, which, subject to any departure to which the Local Government Board may hereafter consent, prescribes as follows:—

Art. 1.—This order shall have effect from and after the date hereof, and any provision of any of the orders for accounts which requires the overseers of the poor of the parish to make out a *Balance Sheet of their Receipts and Payments*, and prescribes the form thereof, and any other provision of any of the orders for accounts which is inconsistent with any provision of this order, shall be rescinded as from the date hereof:

Overseers' Balance Sheet, &c., Order. Sept. 8th, 1903.

Provided that nothing in this order shall apply to the books or accounts of the overseers of the poor or of any collector to be prepared in respect of any half-year completed before the date hereof, or to any audit of those accounts, or to any other matter relating to the said accounts.

Art. 2.—*See post, after Art. 26 of General Order for Accounts.*

Art. 3.—(1.) The overseers of the poor of the parish shall make out in duplicate and in the form in the schedule to this order, and in accordance with the instructions in that form, a

Balance Sheet of the Overseers' Receipts and Payments for every half-year in respect of the poor rates and in respect of any other rates levied by them, and shall insert at the foot of each duplicate of the balance sheet a *Memorandum* containing the particulars required by the memorandum at the foot of the said form.

(2.) The overseers of the poor shall sign each duplicate of the balance sheet in the place prescribed in the said form, and shall deliver the same to the district auditor at the audit of their accounts.

(3.) The district auditor shall at the audit certify by his signature at the foot of each duplicate of the balance sheet that it is correct, and shall deliver one duplicate of the balance sheet to the clerk to the guardians, who shall preserve it, together with the other balance sheet of the corresponding half-year, with the books and papers of the guardians.

(4.) The district auditor shall deliver the other duplicate of the balance sheet to the overseers of the poor. In the case of a rural parish having a parish council, the overseers of the poor shall lay such balance sheet before the next meeting of the parish council, in the case of any other rural parish, before the next assembly of the parish meeting, and in the case of an urban parish before the next meeting of the vestry, unless the general powers of the vestry as regards poor law matters are exercisable by the council of the borough or urban district in which the parish is situated, in which case the overseers of the poor shall forthwith deliver a copy of the said balancesheet to that council. The said balance sheet shall be preserved among the other parochial documents, and be open to the inspection of the ratepayers of the parish.

As to the right of inspection of and taking extracts from rates, see s. 2 of the Poor Rate Act, 1743 (17 Geo. 2, c. 3), and s. 5 of the Parochial Assessment Act, 1836 (6 & 7 Will. 4, c. 96).

Art. 4.—In this order—

The expression “overseers of the poor” includes, in relation to each parish to which this order applies, the major part of the overseers of the poor.

The expression “collector” means any collector of poor rates, assistant overseer or other person duly authorised to collect the rates for the relief of the poor, or other rates levied by the overseers of the poor in any parish or parishes or in any part of any parish or parishes to which this order applies.

BALANCE SHEET of the OVERSEERS' RECEIPTS and PAYMENTS for the Half-Year ended _____ 19____,

[NOTE.—This Balance Sheet must be prepared in duplicate, and submitted to the District Auditor at the Audit, *See* Article III, of the Order of the Local Government Board, dated the _____ day of _____, 1903.]

PART I.—POOR RATES.

RECEIPTS.		<i>£</i>	<i>s.</i>	<i>d.</i>
Balance in the hands of the Overseers at the end of the last half-year*		-	-	-
From Poor Rates -		-	-	-
Government Contributions in lieu of Poor Rates -		-	-	-
In aid of Poor Rates :-				
Rents of Property (including sums received for letting Vestry Hall, &c.)	-	-	-	-
From other Sources, as follows :-				
From what Source received.	Nature of Receipt.			
<hr/>				
TOTAL RECEIPTS (excluding Balance brought forward) - £				
TOTAL	-	-	-	- £

PAYMENTS.		<i>£</i>	<i>s.</i>	<i>d.</i>
Contributions paid to the Treasurer of the Guardians for Expenses of the Guardians (including sums required for Common Fund of Union, County Contributions, and Parochial Charges, or any of these -)		-	-	-
Other Contributions out of Poor Rates under Precept as follows :-				
Name of Local Authority to whom the Contribution was paid.	Nature of Contribution, if for Purposes other than general expenses of the Authority.			
<hr/>				
Rural District Council†	-	-	-	-
Parish Council or Parish Meeting†	-	-	-	-
Registration of Voters	-	-	-	-
Jury Lists	-	-	-	-
Valuation Expenses	-	-	-	-
Salary of Assistant Overseer	-	-	-	-
Books, Stationery, Postage, &c.	-	-	-	-
Other Payments, specifying them :-				
To whom paid.	Nature or Purpose of Payment.			
<hr/>				
TOTAL PAYMENTS				
BALANCE in the hands of the Overseers at the end of this half-year £				
TOTAL	-	-	-	- £

* Where the balance in the hands of Overseers at the end of their year of office has been paid to the Treasurer of the Guardians and not to the succeeding Overseers, it should not be entered here.

These items may be omitted from the Forms if the Parish is not a Rural Parish.

SCHEDULE—continued.
PART II. — OTHER RATES.

RECEIPTS.	The rate for Special Expenses of the Rural District Council.	The Rate levied under the Lighting and Watching Act, 1833.	*	PAYMENTS.	Chargeable on		
	£ s. d.	£ s. d.	£ s. d.		The Rate for Special Expenses of the Rural District Council.	The Rate levied under the Lighting and Watching Act, 1833.	*
Balance (if any) in the hands of the Overseers at the end of the last half-year	- - -	- - -	£ s. d.	Contributions paid under Precept to † —	£ s. d.	£ s. d.	£ s. d.
From Rates	- - -	- - -		Other Payments, specifying them :—			
Government Contributions in lieu of Rates	- - -	- - -		To whom Nature or Purpose of Payment.			
From other Sources, specifying them :—	- - -	- - -		TOTAL PAYMENTS - - £			
	- - -	- - -		Balance (if any) in the hands of the Overseers at the end of this half-year			
	- - -	- - -		year - - - - - £			
TOTAL RECEIPTS (excluding balance brought forward) - - £	- - -	- - -		TOTAL - - - £			
TOTAL	- - -	- - -					

† Signed this _____ day of _____, 19__.

MEMORANDUM.

The Rates (including Poor Rates) levied during the half-year were as follows :—

Description of Rate.	Date of making Rate.	Rate in the £ on Buildings, &c.	Whether whole or part of Area of Parish rated.

_____ }
_____ } Overseers.
_____ }

I hereby certify that this balance sheet is correct.

This _____ day of _____ 19__.

_____ District Auditor.

* The name of any other separate rate levied by the overseers and particulars relating to such rate should be entered in these columns.
† Insert the names of the local authorities to whom the contributions were paid, whether the rural district council, the parish council, or other authority.
‡ The signatures must be those of a majority of the overseers.

Union. No.

NOTE.

Parish of the day of 187 .

Mr.

Rate made on the day of

Arrear £

£

Union. No.

RECEIPT.

Parish of the day of 187 .

Received of the sum of

in respect of the Poor Rate of the above Parish, viz. :-

Rate made the day of Assessment at £ s. d.

187 , on £ in the Pound - - -

Arrear of former Rate - - -

Total - - -

(Signed)

Union. No.

DEMAND NOTE.

Parish of

Mr.

Street.

The Overseers of the Poor demand payment of the Poor Rate, made the day of 187 , and of the arrears of former Rates as below, now due from you.

Amount of Rate at in the pound - - -

Arrears - - -

Total -

*Particulars of the Rate or Purposes for which the above Rate has been made at in the Pound respectively.

(Signed)

This part is to be retained by the Overseers.

* State how much for relief of the Poor, for County or Borough Rate, for Highways, and other matters,

Art. 3.—In every case in which there are more than thirty ratepayers on the Rate Book and in which there is no collector, the overseers shall, and in cases where there is a less number of ratepayers the overseers may, use—

A Rate Receipt Check Book the leaves of which shall contain the form set forth in the Schedule [see preceding page]. The receipts and notes thereof shall be numbered consecutively with numbers corresponding with those in the Rate Book. They may also, where they deem it expedient, use—

A General Receipt Check Book, for any sum received on account of such parish other than in respect of rates.

The remainder of this article was rescinded by the order of June 14th, 1875, which provided as follows :—

Art. 1. . . . In every parish in which there are more than thirty ratepayers on the rate book and in which there is no collector, and in every parish in which there is a collector, the overseers shall cause a *Demand Note* to be printed in the *Rate Receipt Check Book*, according to the form in the said schedule, but containing also a statement of the rateable value of the premises assessed, which demand note shall be numbered so as to correspond with the number of the receipt, and shall show the particulars of the claims or the purposes for which the rate is made.

Such demand note shall be detached from the rate receipt check book, and left with the ratepayer, or at his address when the payment of any poor rate, either in one sum or by instalments is first demanded.

FORM OF DEMAND NOTE IN RURAL PARISH.

By the order of September 21st, 1895, issued in pursuance of the Local Government Act, 1894, s. 11 (5), the following form of Demand Note, notwithstanding anything contained in the above order of June 14th, 1875, or any other order, was ordered to be used for a poor rate levied for any parish within a rural district, whether or not it included any rate raised with and as part of the poor rate, subject to any departure to which the Board might assent. See, however, the order of April 13th, 1897, at p. 205.

_____ Union.

Assessment No. _____

Demand Note.

Parish of _____

Mr. _____

(Address) _____

The overseers of the poor demand payment of the poor rate, made the day of 189 , to meet expenses which will be incurred before the day of next, whether or not it includes any rate raised with and as part of such rate, and of the arrears of former rates as below, now due from you, in respect of the premises of which the rateable value is assessed at £ .

*Demand Note
for Payment
of Rate Order.
June 14th,
1875.*

*Form of
Demand Note
Order.*

*Sept. 21st,
1895.*

*56 & 57 Vict.
c. 73.*

Amount of rate at	in the pound	£	s.	d.
Arrears
Total				£

*Amount payable by owner, provided it be paid within the time prescribed by the statute 32 & 33 Vict. c. 41, s. 5	£	s.	d.
				£

Purposes for which the above-mentioned rate was made, and amount in the pound levied for each purpose:—

	Amount in the £.	s.	d.
Relief of the poor and other expenses of the guardians			
General expenses of rural district council (including highways)
County contribution
Expenses of highway board
Expenses of school board
Expenses under adoptive Acts, viz.—			
The Baths and Washhouses Acts, 1846 to 1882	..		
The Burial Acts, 1852 to 1885	..		
The Public Libraries Act, 1892 (subject to allowance of two-thirds on land)
Expenses (other than under adoptive Acts) of parish council or (<i>where no parish council</i>) of parish meeting
Expenses of the overseers
Total	£

(Signed)—————

Collector or Assistant Overseer or Overseer.

* The order provides for the omission of these words where not required, and also that it shall not be necessary to include in the demand note a reference to expenses other than those in respect of which the rate was made.

FORM OF RATE RECEIPT CHECK BOOK AND DEMAND NOTE IN PARISHES COMPRISING AGRICULTURAL LAND.

. . . We hereby order as follows with regard to every parish in England and Wales in which is comprised agricultural land as defined by the Agricultural Rates Act, 1896, and in which a Rate Receipt Check Book shall be in use; that is to say,—

*Rate Receipt
Check Book
and Demand
Note Forms
Order.
April 13th,
1897.*

1. From and after the thirty-first day of March, one thousand eight hundred and ninety-eight, or where the overseers of the poor so direct, from and after the date hereof, the Rate Receipt Check Book and the demand note to be printed therein shall, subject to any departure which may be assented to by us, be in the form set forth in the schedule to this order.

32 & 33 Vict.
c. 41.

Provided that in the Demand Note the words "amount payable by owner, provided it be paid within the time prescribed by s. 5 of the Poor Rate Assessment and Collection Act, 1869," and in the receipt and counterfoil the words "Allowance to owner at per cent." and "Received from owner" may be omitted in any case where such words are not required, and it shall not be necessary to include in the Demand Note a reference to expenses other than those in respect of which the rate was made:

Provided also that in the Demand Note the purposes for which the rate was made may, if the overseers so direct, be printed on the back of the Demand Note, subject to the following conditions: namely,—

(1.) The words "See back for particulars of rate" must be printed in bold type at the bottom of the front page.

(2.) The words "*(Signed)* _____
"Collector or Assistant Overseer"
must be inserted on the front page immediately above the words mentioned in condition (1).

(3.) The words "Purposes for which the rate mentioned on the other side" must be substituted for the words "Purposes for which the above-mentioned rate."

2. In any parish comprising agricultural land as defined by the Agricultural Rates Act, 1896, in which a Demand Note without a rate receipt check book shall be in use, the above provisions, so far as they refer to the Demand Note, shall apply.

59 & 60 Vict.
c. 16.

In the Act referred to, the expression "agricultural land" means "any land used as arable, meadow or pasture ground only, cottage gardens exceeding one quarter of an acre, market gardens, nursery grounds, orchards or allotments, but does not include land occupied together with a house as a park, gardens, other than as aforesaid, pleasure-grounds or any land kept or preserved mainly or exclusively for purposes of sport or recreation, or land used as a race-course."

"The new forms will enable the poor rate in respect of all the hereditaments for which the same person is rated, to be included in one demand note and one receipt." (*Circ. Letter, April 17th, 1897, 27 Rep. L. G. Bd., p. 9.*)

62 & 63 Vict.
c. 17.

The Tithe Rent Charge (Rates) Act, 1899, exempted the owner of tithe rent-charge attached to a benefice from the payment of half the amount of any rate to which the Act applies, and the Local Government Board in a circular letter of August 25th, 1899, addressed to overseers, made suggestions as to modifications which might be made in the forms of Rate Book and Demand Note, to meet the requirements of the new Act. (*29 Rep. L. G. Bd., p. 27.*)

*General
Order for
Accounts—
continued.*

Art. 4. When the whole or the balance of the amount due for poor rate shall be received from any person assessed, at that time and not before, the receipt applicable to such person's assessment shall be detached from the Rate Receipt Check Book, and the same shall be delivered, stamped with an adhesive stamp where the

SCHEDULE.

206A.

FORM OF RATE RECEIPT CHECK BOOK AND DEMAND NOTE.

[ORDER OF APRIL 13, 1897.]

COUNTERFOIL.

RECEIPT.

DEMAND NOTE.

Parish of _____ Union.
The _____ day of _____, 18__.
Mr. _____

Parish of _____ Union.
The _____ day of _____, 18__.
RECEIVED of Mr. _____ the sum of _____
pounds _____ shillings and _____ pence in
respect of the Poor Rate of the above Parish, viz. :-

Parish of _____ Union.
Mr. _____
Address _____

The Overseers of the Poor demand payment of the Poor Rate, made the _____ day of _____, 18__, to meet expenses which will be incurred before the _____ day of _____ next, and of the arrears of former Rates as below, now due from you in respect of the Hereditaments of which the Assessment Numbers and the Rateable Value are stated below :-

Assessment Number.	£	s.	d.
Poor Rate made the _____ day of _____, 18__.			
At _____ in the £ on Buildings and other Hereditaments not being Agricultural Land			
At _____ in the £ on Agricultural Land ...			
Arrears			
Total	£		
Allowance to Owner at _____ per cent.			
Received from Owner	£		

Assessment Number.	£	s.	d.
Rate made the _____ day of _____, 18__.			
At _____ in the £ on £ _____ Rateable Value of Buildings and other Hereditaments not being Agricultural Land			
At _____ in the £ on £ _____ Rateable Value of Agricultural Land			
Arrears of former Rate			
Total	£		
Allowance to Owner at _____ per cent.			
Received from Owner	£		
Signed _____			
Collector or Assistant Overseer.			

Assessment Number.	Description of Property.	Rateable Value.	Amount of Rate at d. in the £ on Agricultural Land and at d. in the £ on other Hereditaments.
	Buildings and other Hereditaments not being Agricultural Land.....	£	£ s. d.
	Agricultural Land		
	Arrears		
	Total	£	

Amount payable by Owner, provided it be paid within the time prescribed by Section 5 of the Poor Rate Assessment and Collection Act, 1869 ... £

Purposes for which the above-mentioned Rate was made, and the amount in the Pound levied for each purpose, half the amount being levied on Agricultural Land.

Amount in the £ s. d.
Relief of the Poor and other Expenses of the Guardians
General Expenses of Rural District Council (including Highways)
County Contributions
Borough Rate
Expenses of Highway Board
Expenses of School Board
Expenses under Adoptive Acts, viz. :-
The Baths and Washhouses Acts, 1846 to 1882
The Burial Acts, 1852 to 1885
The Public Libraries Act, 1892 (subject to allowance of two-thirds on Land)
Expenses (other than under Adoptive Acts) of Parish Council, or (where no Parish Council) of Parish Meeting
Expenses of the Overseers
Total

Form of Certificate to be signed by the Overseers.

We, the Overseers of the Poor of the Parish aforesaid, do hereby certify that we have examined this Receipt Check Book, and have ascertained the correctness of the numbering and the correspondence of the sums and names in such receipts with the Rate Book, and we certify that the Number of Receipts in this Book so filled up for this Rate is *

Dated this _____ day of _____, 18

Signed _____

* Here state the number in words at length.

Overseers.

amount of the payment shall render such stamp necessary, to the person paying the same, and the note shall be retained in the book.

In the receipt and in the note thereof so retained the true date of the payment of the money shall be inserted.

When payment of any rate shall be received by instalments, the fact of every payment shall be noted on the back of the receipt and on the note thereof, and the receipt shall not be given to the person paying the rate until the whole amount of the rate shall have been received, but an acknowledgment of the amount received shall be given in writing upon the Demand Note, or otherwise, as it shall be found convenient.

Art. 5.—The overseers of every parish shall, whenever they are required so to do by the auditor for the time being, or by the Poor Law Board, accurately and truly make out a *Terrier* of the lands and tenements, and an *Inventory* of stock, monies, goods and effects belonging to such parish, or given or applicable in aid of the poor rates thereof, according to the *forms* so named.

TERRIER OF LANDS AND TENEMENTS BELONGING TO THE PARISH
OF _____ IN THE _____ UNION.

Name of the Estate.	Tenure of the Estate.	Name of the Parish or Place where situate.	Name of Tenant or Occupier.	Yearly Rent.	Present Application of Rents.	Date of Original Gift, or Conveyance and Trusts thereof.	Incumbrances on the Estate.	Remarks.	Signatures of Overseers and Date of Signing.

INVENTORY OF STOCK, MONIES, AND EFFECTS BELONGING TO THE PARISH
OF _____ IN THE _____ UNION.

Amount of principal Fund.	Nature of Security in which invested.	Amount of yearly Income.	Present Application of Income.	Date of Original Gift or Assignment, and Trust thereof.	Trustees in whose Names now standing.	Remarks.	Signatures of Overseers and Date of signing.

Collector of the Parish.

Art. 6.—Every collector appointed for a parish shall enter up so much of any books or forms of the overseers relating to the

valuation list, or to the collection of the poor rate, as he may be directed to enter up by the overseers for the time being, and shall enter in the *Rate Book* all such particulars of every assessment as he shall be directed by such overseers to enter therein; and every such collector shall attend before the auditor at the same time as the overseers of the parish for which he acts:

Provided that the signature of any such collector to any book presented to the auditor shall not be taken to stand for or to supply the place of the signature of any overseer which may be otherwise required by this order.

For definition of the term "collector," see Art. 60.

Art. 7.—Every such collector shall in all cases fill up and use, as is hereinbefore directed in the case of overseers of parishes in which there are more than thirty ratepayers on the rate book, a *Rate Receipt Check Book* in the form hereinbefore prescribed. [See Art. 3, ante.]

Provided that if the guardians or the overseers direct, he shall keep an additional book, to be termed "*The Instalment Rate Receipt Check Book*," according to the form in the said schedule (A.) annexed, which shall be used by him as and when he receives any sum on account of the rate short of the full amount due. The receipt therefrom shall be given to the person paying, and the amount and date shall be entered in the note of this book, and upon the receipt in the other book.

THE INSTALMENT RATE RECEIPT CHECK BOOK.

This part is to be retained by the Collector.

NOTE.

Union. _____

No.* _____

Parish of _____

the _____ day of _____ 186 _____

Mr. _____

on account of Poor Rate.

£ _____

See Memorandum on the Note in the Rate Receipt Check Book.

INSTALMENT RECEIPT.

Union. _____

No.* _____

Parish of _____ the _____ day of _____ 186 _____

Received of _____

the sum of _____

on behalf of the above Parish, on account of Poor Rate now due.

£ _____

(Signed) _____

Collector.

* These numbers must correspond. They are not to be necessarily the same as in the Rate Receipt Check Book.

Art. 8.—Every collector, before he shall proceed to collect any rate, shall prepare receipts in one book, or in several, if so directed by the overseers, in the aforesaid form, numbered both on the receipt and the note book thereof with the same number consecutively throughout the book, and properly fill in the same respectively with the names of the several ratepayers, and the sum

to be collected from each, and submit every such Rate Receipt Check Book, so numbered and filled up, to the overseers of the parish for which such rate is to be collected, before he proceeds to collect the rate; and such overseers shall cause the correctness of the numbering and the correspondence of the sums, and of the names filled in, with the Rate Book to which they relate, to be ascertained, and on the leaf next after the last of the receipts so made out in respect of any one rate, the said overseers shall certify the fact that such Receipt Check Book has been examined and ascertained to be correct, and shall state in words at length the number of receipts filled up for the rate then to be collected; which certificate shall be in the form set forth in the schedule, and shall be signed by the said overseers and correctly dated.

If upon the closing of any rate there shall remain in the Rate Receipt Check Book any receipts made out for such rate unused, the collector to whom such book shall belong shall enter upon each of such receipts the reason of its not having been used, and date and sign such entry.

FORM OF CERTIFICATE TO BE SIGNED BY THE OVERSEERS.

We, the overseers of the poor of the (parish or township aforesaid) do hereby certify that we have examined this Receipt Check Book, and have ascertained the correctness of the numbering and the correspondence of the sums and names in such receipts with the Rate Book, and we certify that the number of receipts in this book so filled up for this rate amounts to *

Dated this _____ day of
(Signed) _____

Overseers.

* Here state the number in words at length.

Art. 9.—The collector shall every week pay over all monies collected by him, or in his hands, belonging to the parish, whenever the amount exceeds five pounds, to the banker whom the overseers may direct, to be placed to the account of one or more of them; or, if directed by one of the overseers, to the treasurer of the guardians of the union, or to any other authority, in payment of any order from such guardians or other authority, then due, and in the absence of any such direction shall pay the same to one of the said overseers in person; provided that as often as at any time in the course of any week the sum or sums of money in the hands of such collector belonging to the parish shall together exceed fifty pounds, he shall forthwith pay over such sum or sums in the manner hereinbefore directed.

Art. 10.—Every such collector shall keep a book, to be called the *Collecting and Deposit Book*, according to the form so named, in

which shall be entered accurately, and under their true dates, all sums received and deposited and paid by him as such collector respectively, and also the number of every receipt given by such collector out of the *Rate Receipt Check Book*, or the *Instalment Rate Receipt Check Book* (as the case may be), and he shall balance such book monthly, at the times specified in the following article, and the overseer shall enter his initials against every sum stated to be deposited with him, which he shall receive.

THE COLLECTING AND DEPOSIT BOOK.

Union.

Parish of _____

Collector.

[illegible]

* When the Collector deposits or pays any sum, he shall carry out the total in this column against the entry of the sum in the Deposits ; and when he deposits money with the Overseer he shall request him to insert his initials in the proper column.

Art. 11.—Every such collector shall keep a book containing blank forms of *Monthly Statements*, according to the form in the schedule (A), and shall every month fill up one of such Statements with the several particulars set forth in the said form, which Statement shall be made up to the last day of every calendar month inclusive; *except in the case of the month of March, when it shall be made up to the 25th, and in that of the month of September, when it shall be made up to the 29th*; so that any receipts or payments on the remaining days of those months respectively shall be included in the next monthly Statement; and he shall forthwith deliver a copy of such Statement, signed by himself, to one of the overseers, and another to the board of guardians at their ordinary meeting next after the day when the same shall be made up.

Provided that the board of guardians or the overseers may, if they think fit, require a Statement, containing the several particulars set forth in the said form, to be made out and delivered to them respectively every week or fortnight.

The overseer who receives the Statement shall enter his initials in the column against the amount stated to be paid to the overseers, if he shall have received the sum there mentioned; and both he and the clerk to the guardians respectively shall mark on such Statement the date of his receipt thereof, and preserve the copies delivered to him, and produce the same to the auditor at the next audit.

THE COLLECTOR'S MONTHLY STATEMENT.

Union. Parish of Month of 186

<i>Drs.</i>				The Ratepayers in account with the Collector.				<i>Crs.</i>			
	£	s.	d.			£	s.	d.			
Recoverable Arrears, as per last month's statement				Amount of Rates collected since last month's Statement							
Amount of Rate allowed on the day of				Ditto legally excused							
				Ditto irrecoverable							
				Ditto recoverable							
Total				Total							
<i>Dr.</i>				The Collector in account with the Overseers.				<i>Cr.</i>			
	£	s.	d.			£	s.	d.			
Balance (if any) in the Collector's hands at the end of last month				Initials of the* Overseer.	Amount deposited with the Overseers						
Amount of Rates collected since					Or their Banker						
Other sums than Rates collected since (viz.)					Ditto paid to the Treasurer by direction of the Overseers						
					Ditto paid to any other authority with the like direction						
					Balance (if any) in the Collector's hands						
Total					Total						
Moneys due in aid of the Poor Rates, but not yet collected.											
						£	s.	d.			

Dated 186

Collector.

Received the day of 186

Clerk to the Guardians.

or Overseer (as the case may be).

The Statements received by the Overseers are to be preserved by them, and those received by the Guardians are to be preserved by the Clerk, and all are to be laid before the Auditor.

* Place for the initials of the Overseer who, having received the money, receives this Statement from the Collector.

"The object of this Statement is to inform the overseers and the board of guardians of the state of the collector's accounts at the close of each month. The Commissioners request the particular attention of overseers and boards of guardians to the necessity of superintending the proceedings of persons employed in collecting the poor rates; full opportunity for doing so will be given by the Statement now prescribed, and proper vigilance, on the part of the local authorities, may prevent loss." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 118.*)

In view of Art. 2 (2) of the order of September 8th, 1903 (see *post* after Art. 26), the Monthly Statements for March and September should be made up to the 31st and 30th days of those months respectively, and the words in italics in Art. 11 may be taken as rescinded.

Art. 12.—The collector shall previous to each audit make out an *Unpaid Rates Statement*, containing a statement of the rates allowed during the last half-year, with the dates of their allowance, and showing the name of every person rated to the relief of the poor in respect of whom there shall be at the end of the half-year for which the audit is being held any arrear of the rate or rates made before that in the course of collection on the last day of that half-year, with the other particulars set forth in the *form* in the schedule hereunto annexed. He shall submit it to one of the overseers for his signature, and shall produce the same to the auditor at the audit.

THE COLLECTOR'S UNPAID RATES STATEMENT.

Union.

Parish of

Showing the number of rates made during the half-year last ended, with dates of their allowance, and the names of the parties rated to the relief of the poor who are in arrear in respect of the undermentioned rates made previous to and during the half-year ended (Lady or Michaelmas) Day immediately before that in course of collection on that day.

The number of poor rates allowed during the half-year ended at _____
last _____ [].

Dates of the allowances —————

Names of Persons in Arrear.

Date of the Rate.	Number in Rate Book.	Name of the Person Assessed.	Amount of Rates.	Reason why not paid.
			£ s. d.	

Dated _____ 186—.

Collector.

Shown to me this _____ day of _____ 186—.

One of the Overseers of the
Parish aforesaid.

And to me this _____ day of _____ 186—.

Auditor.

If the collector should be provided with a list of persons legally excused by a written order of the justices, and whose names have been duly struck out of the rate by such justices, in conformity with the statute 54 Geo. 3, c. 170, s. 11, with the numbers placed in the Rate Books against their names, it will be sufficient for him to fill up the last four columns of this form, by inserting the total amount excused from each rate, and the total amount of the corresponding rateable value; and it will not be necessary to insert the numbers or the names of the persons so excused.

“Under s. 32 of the 7 & 8 Vict. c. 101 [Poor Law Amendment Act, 1842], the overseers are liable for any money which may be lost through their neglect :

and the auditor is empowered to surcharge them therewith. The object of this statement is to enable the auditor to ascertain whether any, and what, amount of poor rates may have been so lost; and, also, whether any poor rates remain uncollected which are recoverable and which ought to have been collected. It is necessary for overseers to bear this in mind, as by s. 61 of 7 & 8 Vict. c. 101, every collector or assistant-overseer is bound to obey the majority of the overseers of the parish for which he acts in all matters relating to the collection of the rates; and it must at the same time be remembered that the responsibility of the overseers for the payment of contributions, and other matters, is not diminished by the appointment of a collector or assistant-overseer whom they themselves have the power of controlling." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 118.*)

Art. 13.—In every case in which there shall be more than one collector employed in the collection of any one rate, the provisions in the several articles hereinbefore made shall apply to the portion of such rate assigned to each collector as if such portion were one entire rate.

Art. 14.—Provided that nothing herein contained relating to the collector shall apply to a collector appointed under any local Act by any other authority than the overseers, and provided also that where the Poor Law Board have made any special provision in respect of the making or collecting of the poor rate in any parish, the order containing such provision shall not be rescinded or affected by anything herein contained.

Further regulations relating to the duties of overseers and collectors in respect of special rates other than poor rates, the accounts relating to which, by s. 37 of 39 & 40 Vict. c. 61, were made subject to audit in like manner as in the case of the poor rate, are laid down in the Rate Accounts General Order of March 20th, 1879. (*9 Rep. L. G. Bd., 1879-80, p. 15 et seq.*)

GENERAL ACCOUNTS OF THE UNION.

Clerk's Books.

Art. 15.—The clerk to the board of guardians shall enter from time to time at proper dates in the Minute Book of the guardians a statement of the books and accounts inspected and examined by him, and of all orders drawn on the treasurer, and of monies paid or received, and all minutes relating to the allocation or division of charges, or any other pecuniary transaction of the board of guardians on behalf of the union, or of any parish therein; and shall insert marginal notes of reference to the folios of the respective ledgers in which the items relating to any of such orders, payments, receipts or other transactions are entered.

See Art. 25 of this order and Art. 202 of the Consolidated General Order, and notes thereon.

Art. 16.—The clerk shall punctually enter and accurately keep the following books of account, according to the forms and directions in the schedule (B.) hereunto annexed:—

A General Ledger, in which items of the various transactions relating to the receipt or payment of monies by the guardians, and the supply of goods, provisions or necessities, or the execution of works, or performance of services, on behalf of the union or of any parish therein, contained in the Minute Book, shall be entered and posted up, according to their proper dates, under the following heads of account, and such additional heads as may be or may from time to time become necessary:—

In-Maintenance. }
Out-Relief. } [See Art. 63.]

Non-Resident Poor Account. } [Arts. 77 to 80 of Consolidated
Non-Settled Poor Account. } Gen. Order.]

Relief Declared on Loan. [4 & 5 Will. 4, c. 76, s. 58; Art. 7
of the Out-door Relief Prohibitory Order, p. 159; Art. 9
of the Out-door Relief Regulation Order, p. 173.]

Lunatics Account. [51 & 52 Vict. c. 41, s. 24 (3) (f); 53 Vict.
c. 5, ss. 283 to 298; 54 & 55 Vict. c. 65, ss. 19 and 22.]

Extra Medical Fees. [Arts. 177 to 183 of Consolidated Gen.
Order.]

Emigration Expenses. [See p. 654 *et seq.*]

Vaccination Expenses. [See p. 442 *et seq.*]

Registration Expenses. [See p. 732.]

County Rate. [See 15 & 16 Vict. c. 81, s. 26.]

Salaries and Superannuations Account. [Arts. 172 to 186 of
Consolidated Gen. Order, and 59 & 60 Vict. c. 50,
p. 743.]

Rations Account.

Building and Repairs Account.

Workhouse Loan Account. [See p. 684.]

Furniture and Property Account.

Provisions Account. [See Art. 62.]

Clothing Account.

Necessaries and Miscellaneous Account. [See Art. 62.]

Parish Property Account.

Invoice Account, and, if the guardians so direct, Tradesmen's
Accounts.

Collector's Account. [See p. 186 and Art. 17, *post.*]

Treasurer's Account. [See Art. 203 of Consolidated Gen.
Order, and Art. 18 of this order.]

General or Common Fund Account.

General Balance.

With the respective dates of such transactions, and references to the folios of the Minute Book in which the entries relating to such transactions are contained, and to the folios of the corresponding credits and debits respectively.

“With regard to the ‘Invoice Account’ or ‘Tradesmen’s Account,’ the Commissioners recommend that the invoices entered in the master’s *Day Book* [Art. 19 (5)] should be posted, either to the credit of an ‘Invoice Account,’ or, if the board of guardians so direct, to the credit of separate ‘Tradesmen’s Accounts,’ and to the debit of the ‘Provisions Account,’ the ‘Common Charges Account,’ or such other proper accounts as each case may require.” (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 119.*)

He shall keep an account in such ledger, or in a separate ledger, as the guardians shall direct, to be called *The Parochial Ledger*, with every parish in the union.

He shall keep another account in such ledger, or in a separate ledger of the same form, to be called *The Non-settled Poor Ledger*, with every other union and parish chargeable with the relief granted to the non-settled poor in the union; and every such account shall be debited with the amounts to be charged against, and credited with the amounts discharged by, such union and parish.

He shall also keep the following books:—

1. *The Relief Order Book*, in which shall be entered the names of all persons applying for relief, whether through the relieving officer or directly to the board, with a minute of the order made on such application in each case and the particulars set forth in the form in the said schedule.

THE RELIEF ORDER BOOK.

Union.

Quarter ending _____ 186 .

No. in the Ap- plication and Report Book. (if any).	Name of Applicant.	Name of Relief District.	Where Resident.	Relief ordered or allowed by the Board of Guardians.				For what time ordered or allowed.	Other Orders of the Board (if any).
				Amount in Money.	In kind.				
					Quantity and Description.	Value.			
						s.	d.		

Dated this _____ day of _____ 186 ,

being for the _____ week of the Quarter.

Clerk.

“Care should be taken that the entries in this book correspond with those in the *Application and Report Book* [Art. 23, 1], on which it is a check, the latter being ordinarily in the custody of the relieving officer.”

"The 'Relief Order Book' is to contain entries of those cases in which the board of guardians order relief to be given, or allow relief provisionally given by the relieving officers." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 119.*)

Relief "provisionally given" is considered to refer only to the relief mentioned in Art. 88 of the Consolidated General Order, and not to discretionary relief given by the relieving officers on their own responsibility in sudden and urgent cases under Art. 215 (6) of the same order. The practice of entering this latter class of relief in the Relief Order Book is a very general one, and for the purpose of the clerk's examination of the relieving officer's books a very useful one. There is, however, no direction for such a practice, and no place for such entries in the Relief Order Book. Such relief should be entered in the relieving officer's Application and Report Book (Art. 23 (1)), and should be reported to the guardians, though no confirmation by them is required.

2. *The Order Check Book.* This book shall be kept according to the form so named, and shall contain all orders given by the guardians for provisions, stores, repairs, and for other articles or work, and notes of such orders, and forms of the invoices to accompany commodities supplied, or to be delivered when work is done; such orders, when signed by the clerk, together with the form of invoice, shall be detached from the said book, and issued to the tradesmen or other persons dealt with or employed, to be returned and disposed of in the manner described thereon; and the notes, certified by the clerk's initials, shall be retained in the said book [p. 219].
3. *The Pauper Classification Book,* in which, at the end of every half-year, shall be entered, in the columns appropriated for that purpose, the number of persons of each class relieved during the half-year, and the other particulars set forth therein.

"This book is to be made up from the statistical portion of the In-door and Out-door Relief Lists [Arts. 19 (3) and 23 (2)], the Non-resident Poor Accounts, and the Medical Relief Books. The numbers of paupers belonging to each parish of the several classes relieved in the half-year being brought together in this book, will constitute the materials for making up the *Statistical Statement* which the clerk by Art. [30] is required to transmit to the Commissioners." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 120.*)

4. *The Petty Cash Book,* in which shall be entered promptly, and in the order of date, an account of the sums received by the clerk for Petty Disbursements, and of the sums, not exceeding 5*l.* each, paid by him thereout, by direction of the board of guardians, or on his own authority in any case of urgency, which account shall be balanced quarterly, and laid before the board of guardians at their ordinary meetings, and the clerk shall submit and account for the same to the auditor at the time of the audit.

Union.

STATEMENT OF THE NUMBERS OF THE SEVERAL CLASSES OF PAUPERS RELIEVED IN THE HALF-YEAR ENDED

— 186 —.

[illegible]

* The Name of the Parish should be that from which the pauper was admitted into the Workhouse, or in the case of the out-door pauper where he was residing when relieved. Where the residence of the pauper has varied during the Half-year he should be entered in that parish where he resided when he first received relief during the current Half-year.

† For the mode of ascertaining the number of persons having received Medical Relief only, see Art. 29 of this Order.

† The Clerk is to insert on this line the number of each class of paupers actually relieved on the *first day of January* in the Statement for the Half-year ended at Lady-day, and on the *first day of July* in the Statement for the Half-year ended at Michaelmas.

** Vagrants relieved in the Workhouse must be entered under the name of the Parish where the Workhouse is situated, and those relieved out of the Workhouse under the name of the Parish where the application for relief is made.

\$ Gross Total relieved in the Half-year
--	-----	-----	-----	----	-----	-----	-----	-----	-----	-----	-----

Deduct—

1st. The number of paupers whose names appear both in the In-door and Out-door Relief Lists } }
2nd. The number of paupers entered in the Relief Lists originally, but whose Relief has since been }
transferred to the Non-settled Poor Account } }

Net Total of Paupers relieved in the Half-year	798	118	91
--	-----	-----	----	-----	-----	-----

¶ For the mode of ascertaining the numbers to be deducted on account of entries in both the In-door and Out-door Relief Lists, see Art. 28 of this Order.

¶ With regard to paupers transferred from the Relief List to the Account of Non-settled Poor, the Clerk shall call upon each Relieving Officer to give him information of any cases which appear in his Relief List for the Half-year.

No. *
Mr. †
†

186
186

Union.
To the Guardians of the
Drs.
To †
£
s.
d.
Total
No. §
Examined and entered
Correct
186
Clerk.

Date.	Articles supplied or work done.	£	s.	d.
Total		-	-	-

The particulars and price of the goods or work are to be inserted, and the invoice or account returned when the order is executed.

No. *
Mr. †
†

186
186

Union.
To the Guardians of the
Drs.
To †
£
s.
d.
Total
No. §
Examined and entered
Correct
186
Clerk.

Date.	Articles supplied or work done.	£	s.	d.
Total		-	-	-

(Signature.)

* This No. may be consecutive for a-quarter of the year, or for the half-year, or for the year, as the guardians shall direct. Where no direction is given, it shall continue for the whole year.

† Insert in these spaces the name of the tradesman, the goods to be supplied, and the place at which they are to be delivered, or the work is to be done, as the case may be.

NOTE.—This order, with the invoice or account in blank, is to be detached from the note thereof, and sent to the tradesman; the order is to be kept by the tradesman, and the invoice or account returned when the order is completely executed; a ticket being sent containing the like entries with every delivery, when there is more than one.

For other duties of the clerk, see the order of July 24th, 1847, p. 99, etc., and Arts. 25, etc., of this order.

Collector of the Guardians.

Art. 17.—Every collector of the guardians shall keep punctually and accurately a book according to the form set forth in the schedule (C.) hereunto annexed, and shall duly enter therein all sums received and all sums paid by him. This account he shall balance quarterly. He shall give in respect of all monies received by him a receipt according to the form in the said schedule.

Containing the book to be kept by the Collector of the Guardians.

Union.

RECEIPTS.					PAYMENTS TO THE TREASURER.		
Date.	No. of receipt.	From whom received.	On what account.	Amount.	Date.	On what account.	Amount.
				£ s. d.			£ s. d.

FORM OF COLLECTOR'S RECEIPT.

This part to be retained by the Collector.

No. _____ Union.

_____ day of _____ 186 .

Received of _____

the sum of _____

on behalf of the above-named Union in respect

of _____

For _____

£ _____

£ _____

(Signed) _____

Collector for the said Union.

See Art. 4, No. 5, of the Collector of the Guardians Order of October 7th, 1865, prescribing similar forms.

Treasurer's Book.

Art. 18.—The Treasurer of the guardians shall keep, punctually and accurately, a book according to the form set forth in the schedule (D.) hereunto annexed, in which shall be entered an account of all monies received and paid by him on account of the guardians. He shall balance this account quarterly, and shall cause the book to be laid before the board of guardians once every month, or oftener if required by the said guardians to do so, and before the auditor at the time of the audit.

See Art. 203 of the Consolidated General Order, p. 103.

SCHEDULE (D.).

Containing the Form of the Treasurer's Book.

_____ Union.

ACCOUNT OF RECEIPTS AND PAYMENTS ON BEHALF OF THE GUARDIANS OF
THE UNION FOR THE HALF-YEAR ENDED _____ DAY OF _____ 186 .

_____ Treasurer.

RECEIPTS.				PAYMENTS.			
Date.	From	On what Account.	Amount.	Date of Payment.	Date of Order.	Name of Payee.	Amount.
			£ s. d.				£ s. d.
Signed this _____ day of _____ .				_____ Treasurer.			

NOTE.—This account is to be balanced at the end of every quarter and the balance signed by the treasurer.

IN-DOOR RELIEF.

WORKHOUSE ACCOUNTS.

Master's Books.

Art. 19.—The master of every workhouse of the union shall punctually enter up and accurately keep the following books and accounts, according to the forms and directions in the schedule (E.) hereunto annexed.

1. *An Inventory.* In this book shall be entered a list of all the fixtures, furniture, utensils, bedding, house linen and other effects in the workhouse, and the stock and other like property belonging to the guardians in the workhouse, and on the workhouse premises (not included in the Provisions, Clothing, Farm, Necessaries and Miscellaneous Accounts), and every

particular relating to the use, sale or disposal thereof; and such book shall be completed from time to time by the entry of articles purchased or otherwise obtained, and of articles condemned as worn out, sold or otherwise disposed of, by the direction of the board of guardians.

SCHEDULE (E).

Containing the forms of the Workhouse Accounts to be kept by the Master of the Workhouse.

THE INVENTORY BOOK.

Union. Master.

Date of Entry.	*						ARTICLES TRANSFERRED, CONDEMNED OR DISPOSED OF.		
	Fixtures.	Furniture.	Utensils.	Bedding. †	House Linen. †	Other Effects.	Date.	Notes of Articles trans- ferred to other Parts of the House.	Notes of Articles con- demned, or disposed of.

* A separate page is to be devoted to each office, room or apartment, and in this space is to be inserted the name of the office, room or apartment to which the page is appropriated.

† Under the head "Bedding" are to be entered mattresses, beds, blankets, sheets and rugs; and under "House Linen" are to be entered tablecloths and towels.

A blank space should be left at the end of the account for each apartment or division for the insertion of new articles.

Notes of articles transferred to other parts of the house, condemned or disposed of, should be made as soon as the same takes place, and the new purchases should be punctually entered so as to represent the exact state of the house in reference to the articles to be entered in this book at all times.

2. *The Admission and Discharge Book.* In this book shall be kept an account of every pauper admitted into and of every pauper discharged from the workhouse, which account shall be balanced weekly, or if the board of guardians so direct, daily.

* * * * *

"This book is so arranged as to show the numbers in the workhouse at each meal, of the several classes into which the paupers are distributed in the 'Daily Provisions Consumption Account' [No. 8.] It will show also the number attached to the pauper's own clothes when they are put aside upon his admission, and also marked on the clothes given out to such pauper. Under the same number his name will be found in the 'Clothing Register Book'" [No. 16]. (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 120.*)

See also Art. 9 of this order, and notes thereto.

The remainder of Art. 19 (2), which related to the keeping of an Admission and Discharge Book for Vagrants, was rescinded by the order of November 22nd, 1871, which was itself rescinded by the order of December 18th, 1882, except so far as other orders were by it rescinded.

Union.

Master of the Workhouse at

ADMITTED.												DISCHARGED.											
Day of the Month.												How Discharged : and if by Order, by whose Order.											
Day of the Week.												In case of Death say " Dead."											
Next Meal after Admission.												Observations and general Character and Behaviour in the Workhouse.											
Name.												Class for Diet.*											
Calling, if any.												1 2 3 4 4a 5 6 7 8 8a 9											
Religious Persuasion.												1 2 3 4 4a 5 6 7 8 8a 9											
When born.												Class for Diet.*											
Number affixed to the Pauper's Clothes.												Class for Diet.*											
Parish from which admitted.†												1 2 3 4 4a 5 6 7 8 8a 9											
By whose Order admitted.												1 2 3 4 4a 5 6 7 8 8a 9											
Date of the Order of Admission.												1 2 3 4 4a 5 6 7 8 8a 9											
If born in the House, name of Parent.												1 2 3 4 4a 5 6 7 8 8a 9											
Observations on Condition at the Time of admission, and any other General Remarks.												1 2 3 4 4a 5 6 7 8 8a 9											

When a Pauper is admitted before breakfast, the Master is to enter in the column for "next meal after admission" the letter B; when before dinner, the letter D; and when before supper the letter S. And when a Pauper is discharged after breakfast, the Master is to enter in the column for "last meal before discharge" the letter B; when after dinner, the letter D; and when after supper, the letter S.

* The columns "Class for Diet" are to be filled up by the figure 1. The Classes should correspond with the Classes of the Diet Table in use in the Workhouse. The columns 4a and 8a are for the Children.

+ Unless the Guardians require the Vagrants to be entered in another book, the word "Vagrant" must be entered in this column against every person admitted as a Vagrant instead of the name of the Parish.

ABSTRACT OF THE IN-DOOR RELIEF LISTS FOR THE HALF-YEAR ENDING 186---
Master of the Workhouse at _____
 Union, _____

Folio of the In-door Relief List.	Parishes.	Number of Days in each Week.																										Total Days for the Half-Year.	
		1st Week.	2nd Week.	3rd Week.	4th Week.	5th Week.	6th Week.	7th Week.	8th Week.	9th Week.	10th Week.	11th Week.	12th Week.	13th Week.	14th Week.	15th Week.	16th Week.	17th Week.	18th Week.	19th Week.	20th Week.	21st Week.	22nd Week.	23rd Week.	24th Week.	25th Week.	26th Week.		27th Week.
	Vagrants - -																												
	Total Days for each Week - -																												

The aggregate number of days in each week passed in the Workhouse by the total number of Paupers from each Parish must be taken from the Columns of total days for the several weeks in the In-door Relief Lists. Paupers admitted as Vagrants who remain in the Workhouse are to be enumerated among the Paupers admitted from the Parish where the Workhouse is situated.
 A few sheets of this Abstract (according to the extent of the Union) are to be bound up at the end of the Book containing the In-door Relief Lists.

3. *The In-door Relief List*, in which shall be entered, in respect of each parish of the union, the names of the paupers admitted therefrom, with the number of days in each week of the half-year during which each such pauper has been in the workhouse, and the other particulars set forth in the form [p. 224].

With reference to the retention of the parochial division of paupers, see the extract from the circular letter accompanying this order at p. 191.

4. *The Abstract of the In-door Relief List*, in which shall be entered the aggregate number of days in each week of the half-year passed in the workhouse by the paupers admitted from each parish, and of the vagrants, and the total number of such days in respect of all the parishes in the union, for each week and for the half-year [p. 225].
5. *A Day Book*, in which shall be entered the amount of the invoices of all goods delivered and bills for all work done at the workhouse, together with the several particulars relating thereto, in the form in the schedule set forth. The entries shall be made on the dates of the deliveries and receipts respectively, and this book shall be made up weekly.

The invoices and bills shall be entered and numbered in the order in which they are received, and shall be filed and preserved in the same order.

6. He shall also keep an account, to be termed *The Master's Account of Receipts and Payments*, according to the form in the said schedule, in which shall be entered all monies received and paid by him on account of the said guardians under their proper dates. He shall balance this account once every month, or oftener if required to do so by the guardians; and for all monies received by him he shall give a receipt from a *Receipt Check Book* in the form in the said schedule set forth.


THE MASTER'S BOOK OF RECEIPTS AND PAYMENTS.

Union. _____ Master of the Workhouse at _____

RECEIPTS.					PAYMENTS.				
Date.	Name and Particulars.				Date.	Name and Particulars.			
Balanced this _____ day of _____.					Signed _____ Master.				

MASTER'S RECEIPT CHECK BOOK.

This part is to be retained by the Master.

No. — Union. day of 186 . Mr. — For — £ — £ —		No. — Union. day of 186 . Received of — the Sum of — on behalf of the above-named Union in respect of — £ — (Signed) — Master of the Workhouse at —
---	---	--

See Art. 25 as to the duty of the clerk to examine this book.

7. *A Quarterly Summary of the Day Book* shall be made and completed quarterly according to the form in the said schedule; provided that the guardians may, if they see fit, dispense with the keeping of so much of this summary as contains the entries under the separate names and trades.
8. *The Daily Provisions Consumption Account.* In this account shall be entered the number of paupers of the several classes at each meal in the workhouse, and the quantities of the principal articles of provisions daily consumed by them. In this account may be shown the allowance claimed by the master in respect of waste or unavoidable loss in the preparation or distribution of the provisions, and the quantities of any provisions supplied for any extraordinary occasion [p. 230].
9. *The Weekly Provisions Consumption Account.* In this account shall be entered the quantities of the principal articles of provisions consumed by the paupers in the workhouse, and also the quantities taken from the stores for the officers and servants of the workhouse, in each week, and those supplied on extraordinary occasions or in out-door relief, if any [p. 231].

“This account is prescribed for the purpose of collecting together, in weekly totals, the quantities, in their raw or unprepared state, of the several articles which appear by the ‘Daily’ account to have been used during each week.” (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 121.*)

Art. 12 of the Workhouse Dietaries and Accounts Order of October 10th, 1900, says, “The master of the workhouse shall punctually enter up and accurately keep the following accounts; namely:

1. *The Daily Provisions Issued from and Returned to Stores Account.*

* * * *

2. *The Weekly Net Provisions Issued from Stores Account.*

* * * *

And also “in such form as the guardians may direct, an account of the diets

DAILY PROVISIONS CONSUMPTION ACCOUNT FOR THE _____ DAY OF _____ 186 .
Union. _____ Master of the Workhouse at _____

BREAKFAST.										DINNER.										SUPPER.									
Prepared Provisions.					Deduct					Prepared Provisions.					Deduct					Prepared Provisions.					Deduct				
(1)																													
Class.	Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	Pints each.	each.		Class.	Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	each.	each.		Class.	Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	each.	each.	
1										1										1									
2										2										2									
3										3										3									
4										4										4									
4a										4a										4a									
5										5										5									
†										†										†									
6										6										6									
7										7										7									
8										8										8									
8a										8a										8a									
9										9										9									
Va. grants.																													
Totals. (2)										Totals.										Totals.									
Quantities of the several principal Articles in their unprepared state taken from the Stores to supply the above Meals (3).																													
Waste (if any)																													

(1) The names of the articles prescribed in the Dietary are to be inserted.
(2) The total quantities on this line represent the quantities of the several articles of prepared provisions required for each meal.
(3) The quantities of the several principal articles in their unprepared state, necessary to supply the quantities of prepared provisions so required, are to be entered under the quantities of prepared provisions for each meal, and carried to the *Weekly Provisions Consumption Account*. Here also the Master may enter the allowance which he claims for waste, arising out of the preparation or distribution of the provisions, and in the case of meat out of the weight of bone.
* Those only of the Sick who have not the ordinary diet are to be deducted.
† On this line are to be placed such of Class 5 as have larger allowances than the Diet Table gives, on account of their being employed as nurses or in the household work, or such paupers as receive peculiar allowances under the Medical Officer's advice without being entered on the Sick List.

Date.	Day of the Week.	Meal.	Consumed by the Paupers.			Taken from the Stores for the Officers and Servants of the Workhouse (1).					Number of Paupers in the House during the day.	Number of Members of the Establishment.
			lb. oz.	lb. oz.								
		Breakfast										
		Dinner										
		Supper										
		Breakfast										
		Dinner										
		Supper										
		Breakfast										
		Dinner										
		Supper										
		Breakfast										
		Dinner										
		Supper										
		Breakfast										
		Dinner										
		Supper										
		Sick as per Medical Relief Book										
		Supplied—										
		to A.B., Relieving Officer of District										
		to C.D., Relieving Officer of District										
		Extraordinary Supplies.....										
		TOTALS to be carried to the "Provisions Receipt and Consumption Account."									(2)	

(1) The quantities of the articles taken from the stores for the Officers and Servants of the Workhouse are to be entered at the time when they are taken.
 (2) This total should agree with the total number of days in the Abstract of the In-door Relief List for the corresponding week.

supplied in pursuance of the directions of the medical officer given under the provisions of Art. 7, and of the food or stimulant supplied under the provisions of Art. 4 (3) or Art. 5 of this order.”

Art. 1 (2) of the order provides that so much of any of the orders above referred to [viz., rules and regulations with regard to the diet of the poor in the workhouses of the several poor law unions for the time being in England and Wales, and with regard to the duties and accounts of the officers of the guardians of the poor of the said unions] as is inconsistent with any of the regulations of the order shall be rescinded.

Hence, except in any infirmary or school which is under administration separate from the workhouse, or in the casual wards of a workhouse, to which (Art. 13) the order does not apply, regard must be had to the provisions of the Workhouse Dietaries and Accounts Order.

In their circular letter of October 11th, 1900, which accompanied that order, the Local Government Board say, “In connection with the provision in the order that so much of any existing order as may be inconsistent with the new regulations is rescinded, it should be observed that it will be requisite to make such alterations as may be necessary in the numbers in the column headed ‘Class for diet’ in the ‘Admission and Discharge Book’ prescribed by existing regulation [Art. 19 (2) of the General Order for Accounts]. As regards the ‘Provisions Receipt and Consumption Account’ prescribed by the existing regulations [Art. 19 (10) of the said order], the totals to be carried to the account will be the totals at the foot of the ‘Weekly Diet Provisions issued from Stores Account’ (Form H. in the present order) instead of those at the foot of the ‘Weekly Provisions Consumption Account’ [Art. 19 (9) of the General Order for Accounts].” (30 Rep. L. G. Bd., p. 71.)

10. *The Provisions Receipt and Consumption Account.* In this account shall be entered the quantities of the several articles of provisions received and consumed weekly, and the quantities on hand at the commencement and end of every week, and the other particulars in such form set forth.

PROVISIONS RECEIPT AND CONSUMPTION ACCOUNT FOR THE _____ WEEK
OF THE QUARTER ENDING _____ 186 .
_____ Union. _____ Master of the Workhouse at _____

ARTICLES.	Stock brought forward.	New Stock.	No. of Invoice.	Totals of Stock brought forward, and new Stock.	Consumed		Remaining in Store.	Totals consumed and remaining in Store.	Required for next Week.
					By the Paupers.	By the Officers and Servants of the Workhouse.			

The “New Stock” of the several Articles, and the quantities “Consumed” by “the Paupers” and by “the Officers and Servants of the Workhouse” respectively, are to be carried to the “*Summary of Provisions Received and Provisions Consumed.*”

11. *A Quarterly Summary of Provisions received and consumed.*

This summary shall be made up from the said Provisions Receipt and Consumption Account, and shall be completed quarterly.

SUMMARY OF PROVISIONS RECEIVED AND PROVISIONS CONSUMED IN
THE QUARTER ENDING _____ 186 .

Union.

Master of the Workhouse at _____

										*									
										lb. oz.	lb. oz.								
Received 1st week										
" 2nd	"										
" 3rd	"										
" 4th	"										
" 5th	"										
" 6th	"										
" 7th	"										
" 8th	"										
" 9th	"										
" 10th	"										
" 11th	"										
" 12th	"										
" 13th	"										
Total received																			
Consumed by Paupers 1st week																			
" 2nd	"										
" 3rd	"										
" 4th	"										
" 5th	"										
" 6th	"										
" 7th	"										
" 8th	"										
" 9th	"										
" 10th	"										
" 11th	"										
" 12th	"										
" 13th	"										
Totals consumed by Paupers																			
Consumed by the Officers and Servants of the Workhouse. } 1st week																			
" 2nd	"										
" 3rd	"										
" 4th	"										
" 5th	"										
" 6th	"										
" 7th	"										
" 8th	"										
" 9th	"										
" 10th	"										
" 11th	"										
" 12th	"										
" 13th	"										
Totals consumed by the Officers and Servants of the Workhouse																			

* The names of the articles are to be placed at the head of the several Columns.

The "Totals received," the "Totals consumed by the Paupers," and the "Totals consumed by the Officers and Servants of the Workhouse," are to be carried to the "*Balance of the Provisions Account for the Quarter.*"

12. *A Quarterly Balance of the Provisions Account.* In this account shall be entered the total quantities and values of the several articles of provisions received and consumed in the quarter, and also the quantities and values of the several articles in store at the beginning and end of the quarter, and the other particulars set forth in the form in the schedule; and the same shall be submitted to the visiting committee or some member thereof when so made up and balanced, who shall enter a memorandum at the foot of the account certifying to the same having been submitted to them or one of them. Provided that if it be found necessary to make any addition to this certificate in respect of any article, matter or materials in which the entry made by the master is not, in the opinion of the member or members signing the same, correct, the master shall in such case lay the book containing such addition and certificate before the board of guardians at their next meeting.

General Order, Feb. 16th, 1869.

The words "as regards the stock remaining in store" were added to the memorandum on the forms in connection with Nos. 12, 13, 14, 19, by the order of February 16th, 1869, cited above.

13. *The Clothing Materials Receipt and Conversion Account.* In this account shall be entered a statement of all the articles of clothing materials and of bed and house linen (not made up), from time to time received into the workhouse, and the several particulars of their conversion, and otherwise set forth in the form in the schedule.

CLOTHING MATERIALS RECEIPT AND CONVERSION ACCOUNT.

Union.

Master of the Workhouse at

(*)				(*)			
RECEIVED.				CONVERTED.			Folio of Clothing Receipt and Expenditure Book or of Inventory Book.
Date.	Of whom.	No. of Invoice.	Quantity.	Date.	Into what.	Quantity used.	
Submitted to _____ Member of the Visiting Committee, this							{ _____
_____ day of _____ 186—, and found to be correct, as regards				(Signed)			
the Stock remaining in Store.†							{ _____

* A separate account is to be kept of each article, and the name of the article is to be entered at the head of the page.

The entries are to be made in the true order of time according as the articles are received and converted; and the account is to be made up and balanced every half-year. Sheets, bedding and house linen are to be entered in the *Inventory*.

The articles of clothing into which the materials are converted are to be carried to the *Clothing Receipt and Expenditure Account* in their proper columns.

† See note to Art. 19 (12).

This book "will be in the nature of a debtor and creditor account of every article of materials for clothing, and bed and house linen. The account will be

debited with the several articles of materials supplied to the workhouse from time to time, and credited with the quantities of such materials from time to time converted into clothing or bed and house linen." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 121.*)

14. *The Clothing Receipt and Expenditure Account.* In this account shall be entered on the one side the several articles of clothing received from tradesmen or made up in the house, and on the other side the several articles given out, together with the numbers marked thereon.

The articles shall, before they are given out, except when they are given out to the paupers quitting the workhouse or relieved out of the workhouse, be marked on the inside with the name of the union, and, as far as practicable, be numbered in suits, so that all the articles of a suit shall bear the same number.

The numbers shall begin with No. 1, and follow each other consecutively; but whenever any article shall have been condemned, or cut up for use in mending other articles, or supplied to paupers quitting the workhouse, its number may be marked on another article of the same description, the previous number thereon, if any, being obliterated.

"The number of articles of clothing of each description purchased, or made up in the house, is to be entered in the proper column of this account. When purchased or made up, . . . clothing is to be numbered in suits before it is given out. . . . When a suit is given out, the number marked thereon is to be entered in the column appropriated for that purpose, and the number of articles of each description comprised in the suit is also to be entered in the proper columns. This account being balanced at the end of the half-year, will show the numbers of the several new articles remaining in store." (*Circ. Letter, March 17th, 1847, 13 Rep. P. L. Comrs., p. 122.*)

15. *The Clothing Materials Receipt and Conversion Account, and the Clothing Receipt and Expenditure Account* shall be made up, balanced and compared with the stock in store at the end of every half-year by the master, in the presence of the visiting committee, or some member thereof, when the accounts of the union are closed, as hereinafter mentioned, and at such other times as the board of guardians may require, and to these accounts the like memorandum shall be entered as in the quarterly balance of the provisions account.

See Art. 19(12) and note thereon.

In some cases the appointment of a stocktaker to examine the stores has been authorised. A form of order applicable to such an appointment will be found at p. 591.

16. *The Clothing Register Book.* In this book shall be entered, under the number marked on the suit of clothes given out to each pauper admitted into the workhouse, the name of the

QUARTERLY SUMMARY OF THE NECESSARIES AND MISCELLANEOUS ACCOUNT

Union.

[illegible]

* The names of the several articles are to be

In addition to the number marked on the clothes, the master shall insert in the said book a number to indicate the size of the suit.

The guardians may if they see fit dispense with the keeping of this book.

17. *The Necessaries and Miscellaneous Account.* In this book the master shall enter punctually, according to the proper dates, all articles, goods and materials received by him for use or consumption in the workhouse, other than provisions, clothing, materials for repairs, and such articles as are entered in the Inventory Book or the Farm Account. He shall also enter therein the consumption of such articles, goods and materials in respect of the workhouse, the paupers and the officers and servants of the workhouse, as the case may be. This account shall be kept weekly, unless the guardians shall, in cases where the workhouse is licensed to hold less than one hundred inmates, authorise its being kept monthly. It shall be kept in the form in the said schedule (E.) hereunto set forth.

NECESSARIES AND MISCELLANEOUS ACCOUNT FOR THE _____ WEEK
OF THE QUARTER ENDING _____ 186 .
_____ Union. _____ *Master of the Workhouse at* _____

Articles.	Stock brought forward.	New Stock.	No. of Invoice.	Totals of Stock brought forward and New Stock.	Consumed			Remaining in Store.	Totals consumed and remaining in Store.	Observations.
					By the Paupers.	By the Officers and Servants of the Workhouse.	On the Workhouse.			

18. *A Quarterly Summary of the Necessaries and Miscellaneous Account* shall be made by the master at the end of every quarter from the Necessaries and Miscellaneous Account, according to the form in such schedule. [See p. 238.]

19. *A Quarterly Balance of the Necessaries and Miscellaneous Account.* In this account shall be entered the total quantities and values of the several articles, goods and materials received and consumed in the quarter, and also the quantities and values of the same in store at the beginning and end of the quarter, in the form set forth in the said schedule, and [the master] shall submit the same to the visiting committee or some member thereof when so made up and balanced, who shall enter a memorandum at the foot of the account certifying to the same having been submitted to them or one of them.

Art. 20.—When the guardians think proper to require it, he shall keep an account to be termed a *Farm Account*, in which he shall enter, under the correct dates, items of all articles, stock, implements, seeds and other matters received by him for the use of the land belonging to the workhouse, or maintained thereon for consumption in the workhouse; and all payments made and all sums received by him on account thereof, or of the produce of such land and stock.

This account shall be kept in such form as the guardians shall prescribe, and shall be balanced by the master quarterly, or oftener if the guardians so direct. It shall be laid by him before the auditor together with the other books of the master.

Art. 21.—When there is a dispensary in the workhouse or an assistant officer appointed to take charge of the medicine and medical appliances, the master shall enter in his day book such medicines and medical appliances when received by him, under the head of Dispensary, and the dispenser shall keep an account of his receipt and the consumption or disposal of such medicines and medical appliances in a book to be framed according to such form as the medical officer of the workhouse shall recommend and the guardians shall order to be adopted, and he shall submit the same to the auditor at the time of the audit for examination, and shall be answerable for the correctness of such account and of the entries therein.

Art. 22.—So much of this order as relates to the duties of the master of the workhouse shall be applicable to and be binding upon the matron of any workhouse not having a master, and also to and upon the matron or other person having the charge of any workhouse during the temporary absence of the master, or any vacancy in the office of master.

For other duties of the master, see the Consolidated General Order, Arts. 208 and 209; the Workhouse Regulation (Dietaries and Accounts) Order of October 10th, 1900, p. 486; and Arts. 26, 28 and 34 of this order.

Union.

Master of the Workhouse at

Articles.	Stock brought forward.	Price.		Cost of Stock brought forward.	New Stock.	Price.		Cost of New Stock.	Total Cost of New Stock and Stock brought forward.	Consumed				Stock remaining in Store.	Cost of Stock remaining in Store.		Total Cost of Articles consumed and in Store.
		s.	d.	£	s.	d.	s.	£	s.	Quantities.	Cost.	Quantities.	Cost.		£	s.	
Totals.....																	

Submitted to _____ Member of the Visiting Committee, this _____ day of _____ 186 , and found to be correct as regards the stock remaining in Store.†

(Signed)

† See note to Art. 19 (12).

OUT-DOOR RELIEF.

Relieving Officer's Books.

Art. 23.—The relieving officer shall punctually enter up and accurately keep the following books and accounts, according to the forms and directions in the schedule (F.) hereunto annexed:—

1. *The Application and Report Book.* In this book shall be entered every distinct application made from time to time through the relieving officer for relief, and such of the particulars therein set forth as, on making the requisite examination into the circumstances of the case, he shall collect, as well as the medical relief or relief in kind (if any) already given by the relieving officer at his discretion, or reported to him to have been given by an overseer, or any medical aid given to a woman in labour by the medical officer without an order.

A note of the decision or direction of the board of guardians shall be inserted at the meeting of the board, and authenticated by the initials of the chairman or clerk, in the column contained in the form for this purpose.

Where any application is made to the board of guardians directly, and the board order any relief to be administered by the relieving officer, he shall enter in this book the particulars of the case as he shall obtain them, and the same shall be dealt with in all respects as when the application is made to himself in the first place.

As to relief reported to the relieving officer to have been given by an overseer, see Art. 215, No. 7, of the Consolidated General Order, July 24th, 1847, and the articles of the Duties of Overseers Order, April 22nd, 1842, which follow.

As to medical aid given without an order, see Arts. 206, No. 3, and 215, No. 4, of the Consolidated General Order.

2. *The Out-door Relief List.* In this book shall be entered, in one of the forms in the said schedule set forth, the sums of relief in money, and the value of relief in kind, given by the relieving officer to or for each pauper relieved by him in each week. The entries shall include only relief given to the pauper himself, or to some person properly authorised to receive it, and shall be made after the relief has been actually so given, and not before or otherwise. In this book shall also be entered, in the proper columns, the number of individuals of any of the several classes relieved in each case, and the other particulars in the form in the schedule set forth. The relieving officer shall enter up this book every week, and shall complete the same at the end of every half-year, taking

SCHEDULE (F).

244A

Containing the Forms of the Accounts of Out-Relief and Out-door Paupers to be kept by the Relieving Officer.

Union.										THE APPLICATION AND REPORT BOOK FOR THE QUARTER ENDING 186 .																
Parish of *										Relieving Officer of the District.																
Date of the Application.	Names of Applicants, their Wives, and Children under 16, dependent on them.	Age.	Residence, where or with whom.	How long resident in the Union without Relief or Interruption.	Calling or Occupation.	If Adult, whether Single, Married, Widow, or Widower. If Child, whether Orphan, Deserted, or Illegitimate.	If ordinarily Able-bodied.	If partially or wholly Disabled, and the Description of Disability.	IF RECEIVING		Present cause of seeking Relief, or Nature of Application.	OBSERVATIONS and Names of Relations liable by Law to relieve the Applicant, distinguishing those apparently capable of assisting the Applicant.	Present Weekly Earnings, or other Income of Applicant, and Family dependent on him or her.	Date of last Visit at the Residence of the Pauper.	Quantity and Description of Relief in Kind.		Value.	Date when given.	Relief ordered by Guardians.			Other Orders of the Board of Guardians.	Date when Order made.	Initials of Chairman or Clerk.	Observations.	
									Medical Relief only.	Regular or Temporary Relief and any other, and what Relief from Clubs, Charitable Institutions, Government Pensions, or otherwise; such Relief, Pension, Allowance, or Contribution to be described, and the Amount stated.					Reported as given by Overseers.	Given by Relieving Officer.			In Kind.	Quantity and Description.	For what Time allowed or Nature of the Order made.					
																s. d.		s. d.		s. d.						

* This must be the Parish in which the Pauper is residing when the Application is made, or that in which the application is made where there is no such Residence.

Instructions to the Relieving Officer for filling up the Application and Report Book.

- The names of individuals comprised in families seeking relief must be inserted in the List in succession, thus,—
 John Smith, Father, }
 Rachael Smith, his Wife, } Children { Anne,
 } Jane;
 with the requisite particulars of each member of each family placed opposite his name in the proper column.
- If the age be not exactly known, it must be given as may be.
- In setting down the calling of the applicant for relief, the name of the particular branch of labour which he has exercised must be inserted, thus:—"Agricultural labourer," "Thatcher," etc. In like manner, the callings of the relations of the applicant who may be liable to contribute to his or her maintenance should be stated. In the case of children, the parents' calling must be inserted.

- Care must be taken to inquire closely into the causes of the applications for relief, and to insert a correct statement of them.
- In specifying the causes of the applications for relief by able-bodied labourers, where the application is founded on the loss of work, name the particular sort of work.
- In specifying the causes of the applications for relief of children who become chargeable from the neglect or inability of their parents to provide for them, specify the nature of the inability or other cause; as, "Father's insanity"; "Father's inability to obtain work"; "Father absent from home"; "Father imprisoned."
- In cases of applications arising from infirmity of mind or body, designate the nature and extent of the infirmity, as a "Lunatic," or "Idiot," or "Deaf and Dumb," or "Crippled in the hand or foot," or "Helpless from old age."

Relieving Officer of the _____ District.

Instructions as to filling up this Form.

1. If an able-bodied man, beinghead of the family, is sick or temporarily disabled, he is to be entered in column 2; if out of work, in column 4, and in either case the whole family dependent on him are to be entered as chargeable in columns 5 and 6.
2. If the relief is given on account of the sickness of a wife or child, or specially for a wife or child, the wife or child only, and the head of a family, are to be inserted in the list; the man in the case of such sickness in column 8, and in any other case in column 4, the wife or child in column 5 or 6. If the relief is given on account of the funeral of any member of the family, then the head of the family only is to be entered in column 4, and the person buried must be entered in column 5, and the amount of the relief given to be entered in column 6. Relief given to women and their children dependent on them is to be entered in the proper columns in the same manner.
3. Non-resident paupers, when paid through the Relieving Officer, are to be entered under the name of the Parish in which they are settled, but non-settled paupers residing in the Union, whose relief is to be re-paid by other Unions, are to be entered under the name of the Parish where they reside. Vagrants must be entered under the name of the Parish where they apply for relief to the Relieving Officer. If the name of the Relieving Officer is not kept; but where it is kept, the total number of vagrants and the amount of relief should be entered, and not their separate names.

4. The same person is on no account to be entered twice in the half-year, either in the money or statistical portion of this Relief List, unless there shall be some alteration in the circumstances of the case.
5. In the column headed "Name of the Pauper," the name of the head of the family alone is to be inserted.
6. The number of each class of paupers actually relieved on the *first of January* and on the *first of July* is to be shown at the beginning of the Outdoor Relief List, a portion of the List being set apart and ruled for that purpose. By persons in receipt of relief on these particular days is meant not only persons to whom relief is actually given on either of these days, but persons whose allowance is for any period which includes either of these days.
7. The totals marked (a) being the quarterly totals of the relief in money and kind, will answer to the cross-castings of the previous thirteen "Weekly Totals." The final total marked (b) will be the amount of the two quarterly totals; the column of totals for the half-year being obtained by cross-casting for each pauper the quarterly totals in money and kind respectively.
8. Where relief in kind is administered through the medium of Tickets upon Tradesmen, all relief out of the cash in the Relieving Officer's hands, whether in money or articles of necessity, is to be entered as money. Relief given from the Workhouse stores should be entered as *in kind*.
- (c) The original contains columns for each consecutive week.

OUT-DOOR RELIEF LIST.—ALTERNATIVE FORM FOR THE MONEY PORTION.

Parish of _____ Union. _____ Half-year ending 186____, District. _____
Relieving Officer of the

Name of the Pauper.	1st Week, ending	2nd Week, ending	3rd Week, ending	4th Week, ending	5th Week, ending	6th Week, ending	7th Week, ending	8th Week, ending	9th Week, ending	10th Week, ending	11th Week, ending	12th Week, ending	13th Week, ending	Totals for the First Quarter.			Totals for the Second Quarter.			Totals for the Half-Year.		
	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	In Money. s. d. s. d. s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.			
Clerk's Initials)	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.			
	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	Cor- rect.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.			

[(a) See No. 7 of Instructions at foot of Alternative Form.]

care that no pauper appear in such relief list more than once in the half-year, unless there shall be some alteration in the circumstances of the case.

He shall also keep a book, to be termed *The Out-door Relief List for Vagrants*, in which shall be entered the relief in money and kind given by him to every person relieved by him as a vagrant or casual pauper. He shall keep this book weekly, with the particulars, and according to the form and instructions in the same schedule set forth, and shall enter the total of the expenditure for each week in the corresponding week in the Out-door Relief List. Any assistant relieving officer who administers relief to vagrants must supply this information to the relieving officer, and be responsible for its correctness.

OUT-DOOR RELIEF LIST FOR VAGRANTS.

Union.

Week ending _____ Relieving Officer of the _____ District.

[illegible]

Summary for the Week ending as above :—Men . . . ; Women . . . ; Boys . . . ;
Girls . . . Total . . .

(Signed) _____ Relieving or Assistant Relieving Officer.

3. *The Abstract of the Out-door Relief List.* In this form shall be entered the names of the several parishes, and against them the total amount of each week's relief, in respect of the paupers resident therein, according to the Out-door Relief List. It shall be made up against each ordinary meeting of the guardians, and shall remain in the custody of the clerk.

SUMMARY OF RECEIPTS AND EXPENDITURE FOR THE QUARTER ENDED _____ 186__.

Union.

Relieving Officer of the _____ District.

(To be entered immediately after the Account for the last Week of every Quarter in the Relieving Officer's Receipt and Expenditure Book.)

[illegible]

The totals marked (A) and (B) respectively must correspond. The totals of the expenditure in money in respect of the relief of the settled and non-settled poor, with the balance in hand (if any), will give the total marked (A), and those of the relief in kind will give the total marked (B), on the credit side of this account.

* The *Parishes* here mean the Parishes of the Union in which the Paupers reside, or have received their Relief, and the amount expended in each Parish is to be shown,

EXAMINATION AND CLOSING OF ACCOUNTS.

Art. 25.—On the day next before every ordinary meeting of the board of guardians, or on the day of such meeting but previous to the meeting, the clerk shall examine the master's day book, and shall compare the entries of invoices and bills with the invoices and bills themselves, and shall see that all the goods supplied and works done are carried by the master to the proper accounts, and shall certify the correctness of the same by his initials. He shall also compare the entries of payments in the master's Receipt and Payment Account with the vouchers, and ascertain that the master has debited this account with all sums received by him, and produces proper vouchers for all payments made by him, and shall insert his initials at the foot of such account. And he shall inspect the other books required to be kept by the master by this order, so as to ascertain that they are duly kept in proper form and with due regularity.

The clerk shall also, at the same time, examine the weekly account in each relieving officer's Out-door Relief Lists and Receipt and Expenditure Book, so as to ascertain the accuracy of the entries therein, and that the relief has been given in accordance with the orders of the guardians by comparison with the Relief Order Book, and shall certify the correctness of the same by his initials.

The clerk shall report to the guardians at the said meeting the result of his examinations.

And the master and the relieving officer shall respectively, subject to any direction of the board of guardians, present their books and accounts to the clerk for his examination on such day as aforesaid.

Art. 26.—The overseers of every parish, and every collector acting for any parish, shall make up and balance to the 25th [31st] day of March and the 29th [30th] day of September in each year, all such books as they are required, by the Act passed in the eighth year of the reign of her Majesty Queen Victoria, intituled, "An Act for the Amendment of the Laws relating to the Poor in England," to deposit for the inspection of the ratepayers at some house within the parish seven days at least before the audit.

7 & 8 Vict.
c. 101.

The books to be made up and deposited are referred to in s. 33 of the Act mentioned merely as "rate books and other accounts," and are to be deposited "seven clear days at least" "before the day fixed for the audit," *i.e.*, exclusive of the day of deposit, and of the day fixed for commencing the audit.

Overseers' Balance Sheet, &c., Order. Sept. 8th, 1903.

Art. 1 of the general order of September 8th, 1903, which applies to all parishes in England and Wales, excluding the parishes in the several metropolitan boroughs, the parishes in the Isles of Scilly, the parish of Holy Trinity and Saint Mary in the county borough of Kingston-upon-Hull, and the parish

of Norwich, rescinds any provision of any of the orders for accounts which requires the overseers of the poor of the parish to make out a balance sheet of their receipts and payments, and prescribes the form thereof, and any other provision of any of the orders for accounts which is inconsistent with any provision of the order; and Art. 3 (1) prescribes a new form of Balance Sheet (see p. 199). The order further provides as follows:—

Art. 2.—(1.) The overseers of the poor of the parish and every collector shall make up and balance to the thirty-first day of March and the thirtieth day of September in each year all such books and accounts as they are required to submit to the auditor at the half-yearly audit of accounts.

(2.) Any provision of any of the orders for accounts which specifies the twenty-fifth day of March and the twenty-ninth day of September as dates for any purpose therein mentioned shall, in relation to the accounts of the overseers of the poor or of any collector, have effect as if there were substituted for the said dates the dates mentioned in sub-division (1) of this article.

(3.) Any provision of any of the orders for accounts which specifies the twenty-sixth day of March as the date on which the year shall for the purposes of such order commence shall, in relation to the accounts of the overseers of the poor or of any collector, have effect as if the first day of April were substituted for such first-mentioned date.

See also Art. 11 of the General Order for Accounts.

For the remainder of this order, see after Art. 2 of the General Order for Accounts. The expression “overseers of the poor” includes, in relation to each parish to which the order applies, the major part of the overseers of the poor, and the expression “collector” includes assistant overseer.

Art. 27.—All the accounts of the union and of the officers of the union shall be closed at the end of every half-year, that is to say, up to the 25th day of March and the 29th day of September in each year, inclusively, when such days occur at the end of the week established by the practice of the union, and at other times at the end of such week first completed next after such days respectively. And the several officers keeping such accounts shall forthwith lay, or cause to be laid, their respective accounts so closed before the board of guardians.

*General
Order for
Accounts—
continued.*

See Art. 67.

The Poor Law Board expressed the opinion that “the week established by the practice of the union” should always end on the day preceding the meeting of the guardians, and that it is competent to the guardians to establish this practice. If then the week so established ended on March 25th, or September 29th, the accounts of the union would be closed on those days, but if otherwise, then on the last day of the week so established which should occur next after

such days respectively. "Where the meetings of the guardians are held fortnightly, the week's accounts should be closed at the end of the half-year, although there be no meeting of the guardians in the week." (*Circ. Letter, March 15th, 1856, 9 Rep. P. L. Bd., p. 15.*)

Art. 28.—The master of the workhouse shall, at the end of every half-year, allow each relieving officer to inspect the In-door Relief List for the half-year last expired.

And each of the relieving officers shall, forthwith, after the end of the half-year, inspect the names entered in such In-door Relief List, and shall write his initials in red ink against the name of every pauper who shall have been entered in the Out-door Relief List in the course of the said half-year.

Art. 29.—The clerk or medical officer in possession of the District Medical Relief Books shall, at the end of every half-year, allow each of the relieving officers to inspect such books; and each of the relieving officers shall forthwith inspect the names in such books, and shall write his initials in red ink against the name of every pauper who shall not have received any other than medical relief during the half-year then last closed.

Art. 30.—The clerk shall, at the close of each half-year, prepare in duplicate, from the accounts of the union,—1. A Statistical Statement showing the number of paupers of all classes actually relieved in the course of the last half-year, and the other particulars, according to the form and directions in the schedule (B.) set forth; and—2. A Financial Statement, showing the account of the receipts and expenditure of the union for the last half-year, together with the then outstanding liabilities, in the form in the said schedule (B.) set forth; which statements the clerk shall submit to the auditor at the time of his auditing the union accounts.

The auditor, if satisfied of the correctness of such statements, shall sign the same; and the clerk shall forthwith transmit one copy of each statement to the Poor Law Board, and preserve the other copy for the board of guardians.

See the order of June 27th, 1870, and note thereto after Art. 35.

42 Vict. c. 6. The financial statement referred to in Art. 30 is distinct from that directed to be prepared by s. 3 of the District Auditors Act, 1879, as to which see p. 328, &c.

Art. 31.—The clerk shall, as soon as he shall receive notice from the auditor of the day or days appointed by him for the auditing of the half-yearly accounts of the union and the several parishes comprised therein, cause the following notice to be affixed on the external gate or door of every workhouse in the union, and

[illegible]

* This Statement is to be made up from the Pauper Classification Book, and must show the number of Persons relieved in the Half-Year both in and out of the Workhouse, including those who have received Medical Relief only. Lunatics, Paupers in Hospitals, Children in Authorised Schools, and Non-resident Paupers must be ascertained from the Minute Book, or the accounts in the Ledger relating thereto, if not shown by the Relieving Officer's Accounts.

† This column must contain the names of the Parishes from which the Paupers have been admitted into the Workhouse, or in which the Paupers were residing when they first received relief during the half-year.

‡ This column is to contain the total numbers to be deducted from the gross total for each Parish.

§ This column is to contain the net total for each Parish.

252B.

Union.

[illegible]

† In cases of outstanding Loans the Balance

† These are to be set in as much detail as can be conveniently adopted.

Auditor, _____ day of _____ 18__.

at some other place or places where union notices are usually affixed, and shall continue the same so affixed until the audit is completed :—

————— UNION.

“Notice is hereby given that the half-yearly Statement of the Accounts of this union, together with the *Relief Order Book* and the *Ledger*, will on the day of be deposited at ; and such statement and books will be open to be inspected, examined, and copied by any owner of property or ratepayer in the said union, at any reasonable hour in the daytime, when the board of guardians is not sitting, until the day of ; and that on the last-mentioned day, at the hour of , the accounts of the union will be audited by , the auditor of the district comprising this union, at , when and where every such owner of property or ratepayer, who may have any objection to any matter contained in the above-mentioned accounts, may attend and prefer his objection, and the same will be heard and determined by the auditor.

“Dated

“Clerk to the Board of Guardians.”

As to the notice to be given by the auditor, see Art. 39.

Art. 32.—The clerk shall, three clear days before the day appointed for auditing the union accounts, deposit the said half-yearly Statement of the Accounts of the union, together with the *Relief Order Book* and *Ledger*, in the board room of the guardians of the union, or such other place as the board of guardians may appoint, and shall permit the said statement, book and ledger to be inspected, examined and copied by any ratepayer or owner of property in the union in the presence of the clerk or some other person approved of by the board of guardians, at any reasonable hour in the day-time, when the board of guardians shall not be sitting, after the said statement, book and ledger shall have been so deposited, and previous to the day appointed for the auditing of the accounts of the union.

Art. 33.—In case the auditing of any of the union or parish accounts shall be adjourned for any longer period than from day to day, the clerk, on receiving from the auditor notice thereof, shall affix, in manner aforesaid, notice of the time and place of such adjournment, and of the accounts remaining to be audited, as often as such adjournment shall be made.

Art. 34.—Every master of a workhouse shall, within seven days after the end of each half-year, insert in the proper columns, according to the form in Schedule (B.) named *The Parochial List and Statement of Account*, for every parish in the union, or with the consent of the board of guardians in a separate list containing similar columns, to be called *The List of Indoor Poor*, the name of every pauper admitted from every such parish who shall have been relieved in the workhouse during the whole or any part of the

previous half-year, together with the number of days each pauper has been maintained in the workhouse; and every relieving officer shall, within fourteen days after the end of each half-year, enter in the proper columns of the said *List* for every parish in his district, or, with the consent of the board of guardians, in a separate list containing similar columns, to be called *The List of Out-door Poor*, the name of every pauper contained in the Out-door Relief Lists and District Medical Officers' Books for the previous half-year, together with the amounts of relief in money and in kind given to each pauper.

Such parochial lists, when filled up by the master and relieving officer respectively, shall be delivered by them to the clerk, who shall examine the entries made therein, and shall certify to the accuracy thereof by his signature. The clerk shall also make out, in the form given at the foot of such parochial list, a complete statement of the account of every parish with the union, and shall date and sign the same.

See notes to the next article.

Art. 35.—The relieving officers of the union shall, within thirty days after the end of each half-year, under the direction of the board of guardians or of the clerk, deliver a copy of each of such lists and statement for every parish in his [their] district to the overseers thereof, who shall lay the same before the next vestry meeting, and preserve the same with the parish papers.

*Order of June
27th, 1870.*

The Statistical and Financial Statements General Order, June 27th, 1870, provides that “ . . . the guardians of any union named in the schedules hereunto annexed may, as and when they see fit, cause such statements and lists, or any parts thereof, to be printed and to be circulated among the ratepayers of the several parishes in the union, or to be advertised in some newspaper or newspapers circulating within the union, and charge the reasonable costs incurred in the preparation, printing, circulating or advertising of the same upon the common fund of the union.”

The “statements and lists” referred to are the statistical and financial statements mentioned in Art. 30, and the parochial list and statement of accounts mentioned in Art. 34.

Art. 36.—The salaries of the several officers of the guardians, whether for the full quarter or for any portion thereof, shall be paid at the several quarters ending at the usual feast days in the year, namely, Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day; and where an officer is paid according to a poundage or similar rate, the amount shall be calculated by the guardians at those several quarter days upon the amount which

THE PAROCHIAL LIST AND STATEMENT OF ACCOUNT.

List of Paupers who were admitted into the Workhouse from this Parish, or who resided in it while relieved, together with a statement of the Amounts respectively credited and debited to the Parish, in the Union Accounts for the Half-year ending 186 . Parish of

IN-DOOR POOR.				OUT-DOOR POOR.			
No. in List (if any).	Names of the Paupers.	No. of Days Maintenance.	No. in List (if any)	Names of the Paupers.	Where Resident.	Cause of requiring Relief.	Relief given to each Pauper during the Half-year.
							In Money. In Kind. Medical Relief only.
							£ s. d. £ s. d. £ s. d.
<i>Master.</i>				<i>Relieving Officer.</i>			
<i>Dr.</i>				<i>Cr.</i>			
Balance against the Parish, brought forward				Balance in favour of the Parish, brought forward			
Contribution to the Common Fund, apportioned day of				Contributions and other Monies paid to the Treasurer of the Union upon Orders of the Guardians			
Interest				Payments upon Disallowances or Surcharges made by the Auditor and directed by the Guardians to be applied to the credit of the Parish			
County Rate				Income from Parish Property (viz.)			
Other separate Charges				Other Receipts or Credits (viz.)			
Balance in favour of the Parish				Balance against the Parish			

Dated this day of 186—Clerk.

the said guardians shall ascertain to have been collected or earned by such officer in the quarter then ended ; provided, nevertheless, that in the case of any officer whose duty it is to render accounts to the board of guardians or auditor, such officer shall submit his accounts for the quarter in question to the guardians before such payment, and farther that it shall be competent for the guardians to defer in whole or in part the payment of the salary or other compensation of any such officer until his accounts shall have been audited and allowed by the auditor, after which audit and allowance the sum due up to the date of his accounts so audited shall be forthwith paid.

See now the Monthly Payment of Salaries Order after Art. 37.

Art. 37.—Where any officer shall be entitled to be paid any extra fees or emoluments he shall make out his account thereof quarterly according to the above-mentioned days, and lay the same before the guardians on those days, and his claim shall be deemed to accrue at the expiration of one calendar month next following such quarter day, provided that the guardians may, if they think fit, pay the same before the expiration of such month.

*Monthly Pay-
ment of
Salaries
Order.
Dec. 22nd,
1871.*

Art. 1.—The guardians of the said several unions, parishes, townships and places may, if they think fit, pay to each or any of the officers, assistants and servants entitled to receive payment of any fixed salary from them, the amount which shall become due in respect of each monthly service at the end of such month instead of at the quarterly periods aforesaid.

Art. 2.—Every such officer who may be paid monthly under the authority of this order, shall nevertheless make out his account quarterly according to the above-mentioned days, and submit the same to the guardians on those days, before the last portion of the salary in respect of the quarter is paid to him by them.

Arts. 3, 4 and 5 define “unions,” “parishes” and “guardians” respectively as used in the order.

Art. 6.—The term “officers” shall be taken to include not only the officers of the workhouse, but also of any workhouse school, infirmary, hospital or dispensary provided by the guardians for the reception or relief of paupers; but nothing herein contained shall overrule or operate to alter or rescind the provisions contained in the general order of the Poor Law Board dated the nineteenth day of August in the year one thousand eight hundred and sixty-seven, which relate to the payment of the salaries or wages of persons appointed or employed by guardians as therein described.

The foregoing order is permissive only, and made no change in the period for which the accounts of the officers were to be made up. The order referred to in Art. 6 is the Assistant Officers Order of August 19th, 1867, inserted after Art. 154 of the Consolidated General Order, July 24th, 1847.

AUDITING OF ACCOUNTS.

Art. 38.—The auditor shall audit the accounts of the union and of the parishes comprised therein, once in every half-year; that is to say, as soon as may be after the 25th day of March and the 29th day of September, respectively. Provided always, that if the auditor shall be required by the Poor Law Board to hold an extraordinary audit, either of the whole or of any portion of the accounts of the union or any parish therein, in addition to the ordinary audit, at any time between such two days, all the provisions herein contained, with reference to the ordinary audit, shall, as far as they may be applicable, apply to such extraordinary audit.

*General
Order for
Accounts—
continued.*

“When the Poor Law Board shall require an auditor to hold an extraordinary audit of the accounts of any guardians or overseers, or of any officer, whether still continuing or upon his resignation or removal from office, such audit shall be deemed to be an audit within the meaning of the several Acts relating to the audit of the accounts of the poor rate, and may be held after three days’ notice thereof given in the usual manner.” (*Poor Law Amendment Act, 1866, s. 6.*)

29 & 30 Vict.
c. 113.

“The auditor who shall be authorised to audit the accounts of any guardians, overseers or officers may at any time when authorised or required by the Poor Law Board so to do, inspect the accounts and books of account of any guardians, overseer or any officer liable to account to him; and any such guardian, overseer or officer who shall thereupon refuse to allow him to inspect the same, or shall obstruct him in such inspection, or shall conceal any such account or book for the purpose of preventing such inspection, shall forfeit a sum not exceeding five pounds, to be recovered as a penalty under the statute of the fourth and fifth of King William the Fourth, chapter seventy-six, [s. 99] and to be applied to the use of the parish or union for which such guardian, overseer or officer respectively shall act.” (*Ibid. s. 7.*)

See also 7 & 8 Vict. c. 101, ss. 32 and 33, and 11 & 12 Vict. c. 91, s. 7.

Art. 39.—The auditor in respect of every ordinary audit shall give to the clerk to the guardians fourteen days’ notice in writing of the time and place on and at which he intends to commence the audit of the accounts of the union, and of the parishes therein.

Art. 40.—The officers of the union and the overseers and officers of the parishes therein, who by law are bound to account to such auditor, shall attend at the time and place appointed by him for the audit of their accounts, and shall submit to the auditor all books, documents, appointments in writing, contracts, bills, orders for payment, receipts and other vouchers containing or relating to their accounts, together with the banker’s pass books where the overseers keep their accounts with a banker; and the same shall at the time of the audit be open to the inspection of any

owner of property or ratepayer interested in such accounts, but to such extent and in such manner only as will not in the judgment of the said auditor interfere with the audit.

Art. 41.—In auditing the accounts, the auditor shall see that they have been kept and are presented in proper form; that the particular items of receipt and expenditure are stated in sufficient detail, and that the payments are supported by adequate vouchers and authority; and he shall ascertain whether all sums received, or which ought to have been received, are brought into account; and he shall examine whether the expenditure is in all cases such as might lawfully be made; and he shall reduce such payments and charges as are exorbitant, shall surcharge monies not duly accounted for, or lost by negligence, upon the person who ought to account for the same, or whose negligence or improper conduct has caused the loss, and shall disallow and shall strike out such payments as are contrary to the orders, rules and regulations of the Poor Law Board, or are not otherwise authorised by law.

50 & 51 Vict.
c. 72.

The Local Authorities (Expenses) Act, 1887, provides that “expenses paid by any local authority whose accounts are subject to audit by a district auditor shall not be disallowed by that auditor if they have been sanctioned by the Local Government Board.” The Board say: “The power of sanction is intended to be used in those cases where the expenditure is incurred *bonâ fide* but in ignorance of the strict letter of the law, or inadvertently without the observance of requisite formalities, or under such circumstances as make it fair and equitable that the expenditure should not be disallowed by the auditor. . . . We may add that we do not regard the Act as intended to supply the want of legislative or other authority for particular expenditure or classes of expenditure, and as justifying us in giving prospective sanction to recurring expenses.” (17 *Rep.* 1887-1888, *p. lxxiv.*)

Art. 42.—When he disallows any payment or surcharges any sum upon any person, he shall declare the ground of his decision, and offer to state such ground in writing, if required by the person aggrieved to do so, in the proper book of account forthwith, or so soon as the arrangements for the business of his audit will permit.

Art. 43.—He shall examine and collate the several books and papers of account of the several accounting parties; and shall ascertain that the several entries correspond with and balance each other where such balance may be required, but in the case of any error caused by inadvertence or accident in the account of any officer, he may require such officer to correct the same, and such officer shall make the necessary correction, and the auditor shall then deal with the account so corrected. But if such officer shall refuse to do so, the auditor shall himself make the correction, and report the circumstances of the case to the Poor Law Board.

Art. 44.—He shall compute the several accounts so as to verify

the arithmetical accuracy thereof, and the balance due to or from the overseers or the officers rendering the same at the time to which the audit relates; and he shall state the balance in words at length, and certify the same by his signature or initials, and add the date of the audit, and when he certifies any sum or other matter to be due he shall, as far as practicable, enter his certificate and his reasons for the same (when they are required) in some part of the book of account, which shall be free from other writing.

Art. 45.—*He shall at each audit compare the balance sheets hereinbefore directed to be delivered to him by the overseers of every parish with the entries in the books of receipts and payments of the overseers; and having certified by his signature or initials at the foot of such balance sheets that it is in conformity with the said book, shall deliver one duplicate of such balance sheets to the clerk to the board of guardians, who shall preserve it, together with the other balance sheets of the same half-year, with the books and papers of the guardians, and shall deliver the other to the overseers.*

This article was superseded by the order of September 8th, 1903. See *ante*, under Art. 2 of this order.

Art. 46.—The auditor shall receive any objection made by a ratepayer or any person aggrieved against the accounts undergoing audit, or any item or charge therein, or any vouchers or authority for the same, and shall examine into the merits of such objection, and make a decision respecting the same, stating the grounds thereof, and offering to enter the same in the book of account then being examined, if required to do so, as in the case of a disallowance or surcharge.

“It shall be lawful for every ratepayer in any parish or union to be present at the audit of the accounts relating to such parish or union, and to make any objection to any such accounts before such auditor.” (*Poor Law Amendment Act, 1844, s. 33.*) 7 & 8 Vict.
c. 101.

Art. 47.—If he shall doubt the correctness of any account, or any item or charge in any account, he shall require the officer rendering the account, or any other person holding or accountable for any money, books, deeds or chattels relating to the poor rates or the relief of the poor, to appear before him, and shall call upon such person to produce any accounts, books or papers which he may lawfully require; and he shall examine such officer and person as may then appear, and such accounts, books and papers as may be produced before him, respecting such account, item or charge.

“It shall be lawful for any such auditor to require any person holding or accountable for any money, books, deeds, papers, goods or chattels relating to the poor's rate or the relief of the poor, to produce to such auditor his accounts and vouchers, and to make and sign a declaration with respect to such accounts;

and so often as such person neglects or refuses to attend, either at the audit or any adjournment thereof, when so required by such auditor, or to produce to him such accounts or vouchers, or any of them, or to make or sign a declaration with respect to his accounts, if thereunto required by such auditor, he shall be liable for every such refusal or neglect to forfeit forty shillings, to be recovered as penalties and forfeitures under the said first recited Act [4 & 5 Will 4, c. 76]; or if he wilfully make or sign a false declaration in respect of such accounts he shall be liable to the penalties of perjury." (*Ibid.*)

Art. 48.—If the auditor find that any money, goods or chattels belonging to the union, or any parish therein, have been purloined, embezzled, wasted or misapplied, or that any deficiency or loss has been incurred by the negligence or misconduct of any officer or other person accounting, and shall surcharge such officer or person with such amount or value in his account, he shall submit a statement of such surcharge to the board of guardians as soon as he conveniently can do so.

4 & 5 Will. 4,
c. 76.

"If any overseer, assistant overseer, master of a workhouse or other paid officer, or any other person employed by or under the authority of the said guardians, shall purloin, embezzle or wilfully waste or misapply any of the monies, goods or chattels belonging to any parish or union, every such offender shall, besides and in addition to such pains and penalties as such person so offending shall, independently of this Act, be liable to, upon conviction before any two justices, forfeit and pay for every such offence any sum not exceeding twenty pounds, and also treble the amount or value of any such money, goods or chattels so purloined, embezzled, wasted or misapplied; and every person so convicted shall be for ever thereafter incapable of serving any office under the provisions of this or any other Act in relation to the relief of the poor." (*Poor Law Amendment Act, 1834, s. 97.*)

Art. 49.—The auditor having audited the several accounts in the ledger, shall sign a certificate at the foot of the balance sheet therein, to the following effect:—

"I have examined the several accounts of which the foregoing is the balance sheet, and I have compared the several payments credited to the treasurer with the vouchers, and I hereby certify that the entries appear to be correct and legal. And that [when the balance in the treasurer's book does not agree with the balance in the ledger], subject to the explanation below [the difference to be explained at the foot of the certificate], the balance of the treasurer's account, viz., £ , agrees with the balance which by his own book appears to have been in his hands at the time of closing such account; and I find from the information laid before me that the amount of the outstanding liabilities of the union at that time was £ .

"Dated _____

"(Signed) _____

"Auditor."

And in the other books the auditor shall enter a certificate of his having audited the same, and sign and date the same.

Art. 50.—The auditor shall, at the close of each audit of the accounts of the union, transmit to the Poor Law Board statements in the *forms* in the schedule (G.) hereunto annexed of the books directed by this order to be kept by the overseers, collectors and union officers, showing which is not kept, or is imperfectly kept, or kept in a form different from that prescribed by the Poor Law Board, and shall deliver copies thereof to the board of guardians, and shall send to the Poor Law Board a certificate in the form therein contained in respect of each union, and of the parishes therein, where he finds that there has been no default.

By the Accounts Order of January 17th, 1868, the auditors were authorised to withhold the transmission to the boards of guardians of the copies of the statements mentioned in Art. 50 until further directions.

*Accounts
Order, Jan.
17th, 1868.*

By the Accounts Order of March 3rd, 1869, the auditors were authorised to withhold the transmission to the Poor Law Board of the copies of the statements and the certificate referred to in this article at the close of the audit of the accounts for the half-year ending on March 25th in each year, so far as they related to the overseers.

*Accounts
Order, Mar.
3rd, 1869.*

SCHEDULE (G.).

_____ Audit District.

A STATEMENT OF THE AUDITOR,

in reference to the Books of the _____ Union, for the half-year ended _____, 186 .

As to the Books required to be kept by the Clerk,

Mr. _____.

By the Treasurer,

Mr. _____.

By the Collector of the Guardians,

Mr. _____.

OBSERVATIONS.

	CLERK.
Minute Book.	
General Ledger.	
Non-settled Poor Ledger.	
Parochial Ledger.	
Relief Order Book.	
Order Check Book.	
Pauper Classification Book.	
Petty Cash Book.	
	TREASURER.
The Treasurer's Book.	
	COLLECTOR OF THE GUARDIANS.
The Collector's Book.	
The audit of the above Books was concluded the _____ day of _____ 186 .	

_____ Auditor.

Date _____ 186 .

Against the name of any book contained in this statement which is not kept at all, or is imperfectly kept, the auditor is to write in the former case

“not kept,” and in the latter “imperfectly.” In case of any book being imperfectly kept the general nature of the imperfection is to be set forth *on the other side*, together with such observations as the auditor considers requisite.

SCHEDULE (G.).

_____ Audit District.

A STATEMENT OF THE AUDITOR,
in reference to the Books of the _____ Union, for the Half-year
ended _____, 186 .

As to the Books required to be kept by the Master of the Workhouse.

Mr. _____

Inventory.	
Admission and Discharge Book.	
Indoor Relief List.	
Abstract of Indoor Relief List.	
Master's Day-book.	
His Receipt and Payment Book.	
Quarterly Summary of Day-book.	
Master's portion of Workhouse Medical Relief List.	
Daily Provisions Consumption Account.	
Weekly Provisions Consumption Account.	
Provisions Receipt and Consumption Account.	
Quarterly Summary of Provisions Received and Consumed.	
Quarterly Balance of Provisions Account.	
Clothing Materials Receipt and Conversion Account.	
Clothing Receipt and Expenditure Account.	
Clothing Register Book.	
Necessaries and Miscellaneous Account.	
Quarterly Summary of the Necessaries and Miscellaneous Account.	
Quarterly Balance of the Necessaries and Miscellaneous Account.	
The Audit of the above Books was concluded the _____ day of _____ 186 .	

_____ Auditor.

_____ Date _____ 186 .

Against the name of any book contained in this statement which is not kept at all, or is imperfectly kept, the auditor is to write in the former case

“not kept,” and in the latter “imperfectly.” In case of any book being imperfectly kept, the general nature of the imperfection to be set forth *on the other side*, together with such observations as the auditor considers requisite.

SCHEDULE (G.).

_____ Audit District.

A STATEMENT OF THE AUDITOR,

in reference to the Books of the Officers of the _____ Union, for the
Half-year ended _____ 186 .

As to the Books required to be kept by the Relieving Officer.

Mr. _____

OBSERVATIONS.

Application and Report Book.	
Out-door Relief List.	
Out-door Relief List for Vagrants.	
Abstract of Out-Relief List.	
Receipt and Expenditure Book.	
Quarterly Summary of Receipts and Expenditure.	
<p><i>The Audit of the above Accounts was concluded the ____ day of ____ 186 .</i></p>	

_____ Auditor.

Date _____ 186 .

Against the name of any book contained in this statement which is not kept at all, or is imperfectly kept, the auditor is to write in the former case “not kept,” and in the latter “imperfectly.” In case of any book being imperfectly kept, the general nature of the imperfection to be set forth *on the other side*, together with such observations as the auditor considers requisite.

SCHEDULE (G.). _____ Audit District.

A STATEMENT OF THE AUDITOR,
in reference to the Books of the Parish of _____ in the _____ Union
for the Half-year ended _____ 186 .
As to the Books required to be kept by the Overseers, Assistant Overseer, or
Collector.*

Mr. _____ (Address).

Appointed under the authority of _____†

OBSERVATIONS.

Rate Book.	
Receipt and Payment Book.	
Rate Receipt Check Book.	
Collecting and Deposit Book.	
Monthly Statements.	
Unpaid Rates Statement.	
<i>The Audit of the above Books was concluded the _____ day of _____ 186 .</i>	

_____ Auditor.
Date _____ 186 .

* Retain one of these names, as the case may be.
† Insert whether under an order of the Poor Law Commissioners or Poor Law Board
(and if so, the date), or under the Statute 59 Geo. 3, c. 12, or other statute.

Against the name of any book contained in this statement which is not kept at all, or is imperfectly kept, the auditor is to write in the former case “not kept,” and in the latter “imperfectly.” In case of any book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the auditor considers requisite. He is also to report whether any paid officer has in any respect disobeyed, neglected or departed from any of the regulations of this order applicable to his office.

_____ Audit District. _____ Union.

TO THE POOR LAW BOARD.

I certify that I have audited the accounts of the Guardians of the _____ Union, and of their several Officers, and of the Overseers and Officers of the several Parishes therein, and have carefully examined all the Books required by the Orders of the Poor Law Board to be kept, and find no defect in the Books required to be kept by the following paid Officers:—

Office.	Name.	Office.	Name.
<i>Audit completed this _____ day of _____ 186 .</i>			

_____ Auditor.
Date _____ 186 .

Art. 51 was rescinded by the order of May 5th, 1877, and the following article substituted:—

Art. 2. The auditor shall, at the close of every audit of the accounts of the union next after the 25th day of March in every year, transmit to the guardians a statement in the form in the schedule (G.) to the above-recited general order setting forth the name of each union officer, collector of poor rates, vestry clerk and other officer in the union required to give security, and whether such security, together with any certificate or proof that each of the sureties therein named is living, and is not bankrupt or insolvent, was produced to him at such audit, or the security is otherwise in force; and also in the column headed "Observations," stating any defects which he may discover in such securities.

Officers' Securities General Order, May 5th, 1877.

The "above recited general order" is the General Order for Accounts of January 14th, 1867.

As to the custody and production of bonds, see Arts. 86, 87, and 202 (2) of the Consolidated General Order, July 24th, 1847, pp. 39, 99.

FORM IN SCHEDULE (G.).

_____ Audit District.

STATEMENT IN REFERENCE TO OFFICERS' SECURITIES

required to be produced at the Audit next after the 25th day of March, 186 ,
in the _____ Union.

Name of the Union and Parishes.*	Name of every Officer† required to give Security.	Under what Authority appointed.	Office.	Whether the Security was produced.	Whether any Certificate or Proof was produced that each Surety is living, and is not Bankrupt or Insolvent, or that the Security was otherwise in force.	Observations.

Dated _____ 186 .

_____ Auditor.

* The Officers of the Union should be placed first in order.

† The term applies to every Officer so required to give security whose salary has been allowed or entered in any account at this Audit, whether of the Union or any Parish therein.

In the circular letter of May 9th, 1877, addressed to district auditors, which accompanied the said order of May 5th, 1877, the Local Government Board say that "as the Board, in accordance with their circular letter to district auditors, dated March 10th, 1874, now leave with the guardians the responsibility of procuring and maintaining proper security from their officers, it appears to the Board that instead of the report being sent to them by the auditor, and a copy transmitted to the guardians, it will suffice if the report itself is sent by the auditor to the guardians direct."

Art. 52.—The personal representatives of an officer accountable under this order, dying before the half-yearly audit of his accounts, shall, so far as they may be by law required, account, in conformity with the provisions herein contained in the place of such deceased officer; and all regulations affecting the accounts of such officer shall, so far as may be otherwise lawful, affect the accounts of the personal representatives of such officer.

Art. 53.—If any person, being clerk to the board of guardians, treasurer, master of the workhouse, collector appointed by the guardians, or relieving or other officer of the said guardians, accountable under this order, shall resign his office or be removed therefrom before the audit of his accounts shall have been held and closed, such person shall lay before the board of guardians, at a time to be fixed by them, a true and complete account of all monies, matters and things committed to the charge of, or collected, received, held or distributed by such person on behalf of the union or any parish therein, in such form as he would have had to produce them before the auditor at the end of the current half-year, if he had so long continued in office; and shall deliver over all balances, books, papers, matters and things in his hands, to the board of guardians, or to the person whom they may appoint to receive the same; subject always to the liability of such person to account to the auditor at the next audit, and without prejudice to the power of the auditor to allow or disallow the account of such person or any charge therein, or to surcharge him in respect of any charge to which he might be liable.

Art. 54.—Every person voluntarily undertaking to fulfil either wholly or in part the duties of any officer affected by this order, shall, so far as relates to the accounts prescribed by this order to be kept or presented by any such officer, keep and present such accounts in the same form and manner as any such officer is by this order directed to keep and present such accounts.

Art. 55.—The clerk shall, at all reasonable times, at the request in writing of any owner of property or ratepayer in the union, permit him to inspect the Statements of the union or parish accounts in the possession of the guardians for the twelve months prior to the last audit.

And, in reference to the purchase and custody of books and papers for the accounts, we hereby order and direct as follows:—

Art. 56.—The proper books and papers of account for the clerk, the master of the workhouse, the medical officers, and the relieving and other officers of the union, shall be purchased by the board of guardians, and paid for out of their common fund. Those required

for the overseers or collector of the parish shall be paid out of the poor rate of the parish.

Art. 57.—The books and papers of account belonging to the guardians in current use shall, except where special provision is otherwise made, remain in the custody of the proper officers accounting, and shall be produced and exhibited at the ordinary meetings of the guardians and whenever else the board of guardians may require their production, as well as on other lawful occasions.

Art. 58.—The books and papers of the guardians containing the accounts which are closed, shall be deposited for safe custody with such person and at such place as the board of guardians may from time to time direct.

And in reference to the meaning of certain words used in this order, we hereby order and direct as follows:—

Art. 59.—Whenever the word “overseers” is used in this order, it shall be taken to mean overseers of the poor and churchwardens, so far as they are authorised or required by law to act in the management or relief of the poor, or in the collection or distribution of the poor rate in any parish, and to apply to the majority of the whole body of churchwardens and overseers or of the overseers only, as the case may be.

In rural parishes by the operation of the Local Government Act, 1894, s. 5 (2) (a), the churchwardens have ceased to be overseers, and an additional number of overseers are appointed to replace the churchwardens. 56 & 57 Vict. c. 73.

Art. 60.—The term “collector” in the construing of this order shall be taken to apply to any person appointed under any Act of Parliament, or any order of the Poor Law Board, to collect the rates for the relief of the poor in any parish or parishes, whether such person shall be designated collector of poor rates or assistant overseer, or be called by any other name whatever, or the collector of the guardians, as the context shall require.

Art. 61.—Whenever the word “parish” is used in this order, or in any other order issued by the Poor Law Board, it shall be taken to apply to any place for which a separate poor rate shall or can be made, or for which a separate overseer is or can be appointed.

By s. 18 of the Poor Law Amendment Act, 1866, “in all statutes, except there shall be something in the context inconsistent therewith, the word ‘parish’ shall, among other meanings applicable to it, signify a place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed.” 29 & 30 Vict. c. 113.

Art. 62.—The word “provisions” shall include all articles of food specified in the Dietary Tables or supplied in rations to the officers and servants of the workhouse, or expressly ordered for any inmate upon the recommendation of the medical officer.

The word "necessaries" shall include all articles supplied to any inmate specially, either by way of nourishment or as stimulant or in bodily relief, which are not entered in the provisions account.

Art. 63.—The word "in-maintenance" shall apply to all the expense incurred in and about the maintenance, treatment and relief of the paupers in the workhouse, exclusive of the repairs and furniture of the workhouse, and the salaries, remuneration and rations of the officers and servants, but inclusive of the charges for apprentice fees, outfits, burials, and the necessary expenses incurred in the warming, cleansing and lighting the workhouse, and otherwise keeping it fit for daily use. The word "out-relief" shall apply to the cost of all relief, schooling, and other expenses incurred in and about the paupers relieved out of the workhouse, exclusive of the salaries of officers and the charges for relief stations.

Art. 64.—Whenever the word "chairman" is used in this order, it shall be taken to mean any person acting as chairman for the time being.

Art. 65.—Whenever in this order any article is referred to by its number, the article of this order bearing the number referred to shall be taken to be signified thereby.

Art. 66.—Whenever in this order the word importing the singular number or the masculine gender only is used, it shall be taken to include and apply to several persons as well as one, and to females as well as males, unless there be something in the subject or context repugnant to such construction.

Art. 67.—For the purposes of this order, except where otherwise provided, the year shall commence on the twenty-sixth day of March in every year, and the period of the week shall be deemed to include the seven days which commence on the day in the week on which the meeting of the board of guardians is held, unless there be anything in the context inconsistent with such interpretation.

SCHEDULES.

The forms prescribed are appended to the articles directing their use.

Given under our hands and seal of office, this fourteenth day of January, in the year one thousand eight hundred and sixty-seven.

(L. S.)

GATHORNE HARDY, *President.*

S. H. WALPOLE.

B. DISRAELI.

RALPH A. EARLE, *Secretary.*

GENERAL ORDER — PRESCRIBING REGISTER OF SECURITIES UNDER 45 & 46 VICT. CAP. 58, SECT. 14.

(DECEMBER 7TH, 1882.)

To the Guardians of the Poor of the several Unions in England and Wales ;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844, and the Acts amending the same ;—

To the Boards of Management of the several Asylum Districts formed under the Metropolitan Poor Act, 1867 ;—

And to all others whom it may concern.

Whereas by s. 14 of the Divided Parishes and Poor Law Amendment Act, 1882, hereinafter referred to as “the Act of 1882,” it is enacted as follows :—

“The following enactments are hereby repealed, viz.”—

* * * * *

“So much of section six of the Union and Parish Property Act, 1835, and of the schedule to that Act, and so much of section six of the Parish Property and Parish Debts Act, 1842, as relate to the transmission to the Poor Law Commissioners, and the approval, sealing and registration by such Commissioners of deeds or other instruments, except as regards deeds or instruments executed prior to the date of this Act; and nothing in the said Acts, or in the Poor Law Amendment Act, 1834, or in the Union Loans Act, 1869, or the Acts amending or extending those Acts respectively, shall be deemed to require the approval or registration by the Local Government Board of any such deed or instrument as aforesaid, or of any lease or agreement for lease made or entered into under the authority of those Acts or any of them.

5 & 6 Will. 4,
c. 69.
5 & 6 Vict. c.
18.

4 & 5 Will. iv.
c. 76.
32 & 33 Vict.
c. 45.

“Provided that the guardians or managers, as the case may be, shall keep a register of the securities in respect of all sums borrowed by them, in such form and subject to such regulations as to inspection or otherwise as the Local Government Board may from time to time prescribe.”

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order that until we otherwise direct, the following regulations shall be in force, namely :—

Art. 1.—The register of securities required by the above-cited enactment to be kept shall be in the form prescribed in the schedule to this order.

Art. 2.—With respect to securities executed by the guardians or managers after the passing of the Act of 1882, it shall be the duty of the clerk to make the entries required in columns 1 to 13, both inclusive, of the said register, and to authenticate such entries by placing his signature in column 14 of the said register. Such entries shall be made and authenticated as aforesaid in the case of every security so executed before the date of this order, as early as practicable; and in the case of every security so executed on or after the date of this order, after the same has been executed and before it is delivered to the lender.

Art. 3.—With respect to every transfer of any security which shall have been or shall be executed by the guardians or managers, as the case may be, after the passing of the Act of 1882, it shall be the duty of the clerk, within seven days after the same shall be produced to him by or on behalf of the transferee, to make the entries required in columns 16, 17 and 18 of the said register, and to authenticate such entries by placing his signature in column 19 of the said register.

Art. 4.—At the meeting of the guardians or managers, as the case may be, held next after any entries required to be made under Arts. 2 and 3 of this order have been duly made and authenticated as aforesaid, it shall be the duty of the clerk to submit the said register to the guardians or managers, and the chairman shall at such meeting place his signature; in the case of securities executed by the guardians or managers, in column 15 of the said register, and in the case of transfers, in column 20 of the said register.

Art. 5.—When the final instalment due on any security included in the said register has been paid, it shall be the duty of the clerk to enter in column 21 of the said register the date of the payment of such final instalment, and to place his signature at the foot of such entry.

Art. 6.—No notice of any trust expressed implied or constructive, in relation to any security, shall be entered in the said register.

Art. 7.—The said register shall remain in the custody of the clerk, and shall be produced by him to the district auditor at every audit.

Art. 8.—The clerk shall allow the said register to be open at all reasonable times to the inspection of any guardian or manager, as the case may be, and of any other person, and any such person may make copies of or extracts from the entries in the register in relation to any security or transfer included therein without fee or reward.

Art. 9.—In this order—

The term “union” means a union of parishes under a general or local Act, with a separate board of guardians, and

includes a parish or place for which there is a separate board of guardians ;

The term “guardians ” means guardians appointed under the Poor Law Amendment Act, 1834, and the Acts amending the same, and includes guardians or any other body of persons performing under any local Act the like functions as guardians under the Poor Law Amendment Act, 1834.

The term “managers ” means members of boards of management of district schools formed under the Poor Law Amendment Act, 1844, and amending Acts, or members of boards of management of asylum districts formed under the Metropolitan Poor Act, 1867.

The term “clerk ” means the clerk to the guardians or the clerk to the managers, as the case may be.

“It will, of course, be understood that after an order has been issued authorising the borrowing of money by guardians for poor law purposes, it will still be necessary that the board’s consent should be obtained to the mode and period of repayment ; and that where property is sold under an order of the board, their directions will still be required as to the appropriation of the sale produce.” (*Circ. Letter, August 31st, 1882, 12 Rep. L. G. Bd., p. 47.*)

Given under the Seal of Office of the Local Government Board,
this seventh day of December, in the year one thousand
eight hundred and eighty-two.

J. G. DODSON, *President.*

HUGH OWEN, *Assistant Secretary.*

CASUAL WARDS AND CASUAL PAUPERS.

“ The guardians of every union shall provide within their respective unions such casual wards, with such fittings and furniture, as the Poor Law Board, in their judgment, regard being had to the number of casual paupers likely to require relief therein, shall consider necessary.” (*Pauper Inmates Discharge and Regulation Act, 1871* (34 & 35 Vict. c. 108) s. 9.)

GENERAL ORDER.—REGULATIONS WITH RESPECT TO CASUAL PAUPERS.

[DECEMBER 18TH, 1882.]

To the Guardians of the Poor of the several Unions in England and Wales for the time being ;—
And to all others whom it may concern.

Whereas by a general order, dated the 22nd day of November, 1871, the Local Government Board, in pursuance of s. 6 of the “ Pauper Inmates Discharge and Regulation Act, 1871,” prescribed regulations with reference to casual paupers ;

34 & 35 Vict.
c. 108.

And whereas the said Act has been amended by the “ Casual Poor Act, 1882,” and it is expedient that the said order should be rescinded to the extent hereinafter specified, and that other regulations should be substituted for those contained in that order :

45 & 46 Vict.
c. 36.

Now therefore we, the Local Government Board, in pursuance of the powers given to us by the several statutes in that behalf, hereby order as follows :

Art. 1.—The said order dated the 22nd day of November, 1871, shall be rescinded on the 31st day of December, 1882, except so far as that order rescinded other orders.

Art. 2.—The following regulations shall take effect on and after the 1st day of January, 1883, with regard to the several unions in England and Wales for the time being.

ADMISSION.

Art. 3.—A casual pauper shall not be admitted into any casual ward except upon an order signed either—

By a relieving officer or an assistant relieving officer ;

Or, in cases of sudden and urgent necessity, by an overseer :

Provided as follows :—

1. The master of the workhouse (or, during his absence or

inability to act, the matron) or the superintendent of the casual ward shall admit any casual pauper without an order, where the case appears to be one of sudden or urgent necessity.

2. The master or matron of any workhouse or the superintendent of any casual ward in the metropolis shall admit without an order any person brought to the casual ward by a constable, in pursuance of s. 4 of the "Metropolitan Houseless Poor Act, 1865," if there be room for him in such ward.
3. Where a person is refused admission to a casual ward, a record of the name of the applicant and of the circumstances under which he was refused admission shall be entered by the master, matron or superintendent in a book, and laid before the guardians at their next meeting.

28 Vict. c.
34.

Art. 4.—The following regulations, subject, however, as regards the metropolis, to the provisions of ss. 4 and 5 of the "Metropolitan Houseless Poor Act, 1865," shall be observed with respect to orders of admission :—

1. The order shall, in addition to any other particulars which may be required, show the hour and place at which it was given;
2. The order shall be available only on the day on which it was issued;
3. The order shall not be available for admission earlier than four o'clock in the afternoon during the months between October and March, both inclusive, or earlier than six o'clock in the afternoon during the months between April and September, both inclusive, nor unless it is presented within a reasonable time after it has been obtained, except where, at the time of the presentation of the order, the master or matron of the workhouse, or the superintendent of the casual ward, may consider the case to be one of sudden or urgent necessity.

"If an order is granted at so late an hour at night that the casual pauper is unable to present it at the casual ward until after midnight, this would not in itself be a sufficient ground for refusing admission. It would, under such circumstances, be the duty of the master of the workhouse, or, during his absence or inability to act, of the matron or the superintendent of the casual ward, to admit the pauper, if the case appears to be one of sudden or urgent necessity." See Art. 3 (1). (*Circ. Letter, December 18th, 1882, 12 Rep. L. G. Bd., p. 63.*)

Art. 5.—Every casual pauper shall immediately upon admission be searched, in the case of a male by or under the inspection of the master or other male officer, and in the case of a female by or under the inspection of the matron or other female officer, and all articles which may be found upon the person of such pauper shall be taken away, and (except as regards any money which may be dealt with in the manner prescribed by s. 10 of the "Poor Law Amendment Act, 1848 ") shall be restored to him at the time of his discharge.

The right to search, or cause to be searched, any poor person professing to be a destitute wanderer or wayfarer, upon application for relief by admission to the workhouse or otherwise, is given by s. 10 of the Poor Law Amendment Act, 1848, to the master, porter or other officer of such workhouse, or the relieving officer of the union, or overseer of the parish to whom such application shall be made. They may take from him "any money which shall be found upon him, and shall deliver the same to the guardians, to be by them applied in aid of the common fund of the union." 11 & 12 Vict. c. 110.

Art. 6.—Every casual pauper shall as soon as practicable after his admission be cleansed in a bath with water of suitable temperature: provided that this regulation shall not be enforced if, on account of the state of health of the pauper or other circumstances, there is reason to believe that the use of the bath would be injurious.

Art. 7.—The clothing worn by a casual pauper shall, after his admission, be taken from him, and if requisite be dried or disinfected, and such garment or garments as the guardians may deem necessary shall be supplied to him for the night, his own clothes being returned to him in the morning.

Art. 8.—The master of the workhouse or the superintendent of the casual ward shall duly keep, or cause to be kept, a book containing the particulars set forth in the form in Schedule (A.) annexed hereto [p. 276], and such other particulars as may be required by the guardians; and such book shall be laid before the guardians at such times as they may appoint, and shall be submitted to the district auditor at the usual audits, and at other audits when required by him.

DISCHARGE.

Art. 9.—Whereas by s. 4 of the "Casual Poor Act, 1882," it is enacted that—

"A casual pauper shall not be entitled to discharge himself from a casual ward before nine o'clock in the morning of the second day following his admission, nor before he has performed the work prescribed for him, as in the said Act [The Pauper Inmates Discharge and Regulation Act, 1871] mentioned; and where a casual pauper has been admitted on more than one occasion during one month into any casual ward of the same union, he shall not be entitled to discharge himself before nine o'clock in the morning of the fourth day after his admission, and he may at any time during that interval be removed by any officer of the guardians, or by a police constable, to the workhouse of the union and be required to remain in such workhouse for the remainder of the period of his detention." 34 & 35 Vict. c. 108.

SCHEDULE (A.).

ADMISSION AND DISCHARGE BOOK FOR CASUAL PAUPERS.

Union. _____

_____ Master of the Workhouse at _____

_____ or Superintendent at the Casual Ward at _____

ADMITTED.							DISCHARGED.								
Year, Month, and Day of the Week. Month.	Hour of Admis- sion.	Names of Casual Pauper, wife, and family.	Age.	Calling or Occupation.	Where he slept last night.	If any; what Money found when searched on admission.*	At what Hour discharged.					What work done.	If not set to work, why ?	To what place going.	Re- marks.
							1st day after admis- sion.	2nd day after admis- sion.	3rd day after admis- sion.	4th day after admis- sion.	5th day after admis- sion.†				

In Unions within the Metropolis, columns must be added for the nature and quantity of food given and the cost.

* See the Provision in the Statute 11 and 12 Vict. c. 110, s. 10.

† This column is only intended for cases where the period of detention includes Sunday.

“ Provided that in computing the number of days during which a casual pauper may be detained under this section, Sunday shall not be included.

“ Provided also, with respect to the Metropolis, as follows:—

“(1.) In determining the number of admissions of a casual pauper, every casual ward in the metropolis shall be deemed to be a casual ward of the same union:

“(2.) The expression ‘workhouse of the union’ in this section shall include any workhouse and any asylum provided under the Metropolitan Poor Act, 1867, for the reception and setting to work of the casual poor to which the casual poor of the union can be sent”: 30 Vict. c. 6.

Now, therefore, the following regulations shall, on and after the first day of January, one thousand eight hundred and eighty-three, be observed with respect to the discharge of casual paupers; that is to say—

A casual pauper shall not be allowed to discharge himself at an earlier period than that at which he is entitled to discharge himself under the section above cited.

Provided as follows:—

(1.) The guardians may give any directions to the master of the workhouse, or to the superintendent of the casual ward, with respect to the discharge of any class or classes of casual paupers before the expiration of the respective periods specified in the section above cited, and such directions shall be followed by the master or superintendent.

(2.) If in the opinion of the master of the workhouse, or the superintendent of the casual ward, any special circumstances shall require that a casual pauper shall be discharged before the expiration of either of the periods mentioned in the section above cited, he may discharge such pauper accordingly, and shall report the facts of the case to the guardians at their next meeting.

Art. 1 of the amending order of June 11th, 1892, adds the following proviso to the foregoing Art. 9:—

(3.) A casual pauper, who has been detained for more than one night, and who represents to the master of the workhouse or the superintendent of the casual ward that he is desirous of seeking work, shall, if he has to the best of his ability performed the prescribed task of work, be allowed to discharge himself at the time hereinafter mentioned on the day upon which he is discharged; that is to say—

*Order of
June 11th,
1892.*

During the period between Lady Day and Michaelmas

Day . . . half-past five o'clock in the morning.
 During the period between Michaelmas Day and Lady
 Day . . . half-past six o'clock in the morning.

The request of such casual pauper shall not be refused except on the ground that he has not performed the prescribed task of work to the best of his ability, and every such refusal shall be reported to the guardians at their next ordinary meeting by the master of the workhouse or the superintendent of the casual ward, as the case may be.

Art. 2.—Nothing in this order shall be deemed to prevent the guardians, or the master of the workhouse, or the superintendent of the casual ward, from exercising the powers conferred upon them respectively, by paragraphs (1) and (2) of the proviso to the [above cited] article of the said General Order [Art. 9 of Order of December 18th, 1882] with respect to the Discharge of Casual Paupers.

Art. 3.—This order shall take effect from the seventh day after the date hereof.

“It will be understood that a casual pauper will not, in consequence of leaving the ward at the hour fixed by the order, forfeit his right to be supplied, before leaving, with breakfast according to the prescribed dietary.” (*Circ. Letter, June 13th, 1892.*)

The proviso (3) in Art. 1 is to be read as an addition to Art. 9 of the general order of December 18th, 1882, and should therefore form part of the printed matter which under Art. 15 of that order the master of the workhouse or the superintendent of the casual ward is required to cause to be “hung up and kept suspended in some conspicuous place in the casual ward and in the yard or room where the casual paupers are set to work.” (*Circ. Letter, May 20th, 1897, 27 Rep. L. G. Bd., p. 21.*)

The Board consider that, where wards on the separate cell system have been provided, the paupers should not be kept in the cells continuously, day and night, when the detention extends beyond the second day after admission, but that day rooms should be provided to which they may be transferred at meal times, or other periods, during the day; and that, whether casual paupers who are entitled to be discharged on the second day after admission can properly be detained in the cells day and night continuously, must mainly depend upon the dimensions of the cells, and whether they have sufficient ventilation, and are properly warmed.

In the case of associated wards, it will probably be found (the Board think) that if a shed is provided for day labour, the wards may be used by day and night.

It is a not uncommon practice for the master of the workhouse to communicate with the nearest inspector of the Society for the Prevention of Cruelty to Children when a person accompanied by a child or children is admitted to the casual wards (indicating the route they are taking), in order that the officer may satisfy himself whether there is any occasion for his interference either by a visit to the wards or by meeting the party on their road.

DIETARY.

Art. 10.—The casual paupers received into the casual ward shall be dieted as prescribed in the table in Schedule (B.) hereto annexed. *Order of Dec. 18th, 1882—continued.*

Provided as follows :

1. The dietaries may be varied from time to time by a resolution of the guardians, approved by the Local Government Board.
2. If the casual pauper be sick or infirm, the medical officer of the workhouse or casual ward shall prescribe the dietary for such pauper.

SCHEDULE (B).

DIETARY TABLE.

Casual Paupers who remain for One Night only.

SUPPER	{	Males above 15 years of age .	{	8 oz. of bread ; or 6 oz. of bread, and 1 pint of gruel or 1 pint of broth.
		Females above 15 years of age	{	6 oz. of bread, and 1 pint of gruel or 1 pint of broth.
		Children from 7 to 15 years of age	{	4 oz. of bread, and half-a-pint of gruel or half - a - pint of broth.
		Children under 7 years of age .	{	

BREAKFAST—Same as supper.

Casual Paupers who are detained for more than One Night.

SUPPER and
BREAKFAST. } The same as above.

DINNER for the first and each subse- quent day after admis- sion.	{	Males above 15 years of age .	{	8 oz. of bread and 1½ oz. of cheese, or 6 oz. of bread and 1 pint soup.
		Females above 15 years of of age	{	6 oz. of bread and 1½ oz. of cheese, or 5 oz. of bread and 1 pint of soup.
		Children from 7 to 15 years of age	{	4 oz. of bread and 1 oz. of cheese, or 3 oz. of bread and half-a-pint of soup.
		Children under 7 years of age	{	

The gruel, broth and soup to be made of the same ingredients and in the same proportions as are used in the workhouse for those articles of diet.

By the amending order of May 4th, 1897, the above diet for children under seven is cancelled, and the following substituted :—

“Children under Seven Years of Age.

*Order of
May 4th,
1897.*

“The master of the workhouse or the superintendent of the casual ward, as the case may be, shall supply for each child under the age of seven years in respect of every period, or part of a period, of eight hours that such child shall be resident in the casual ward, an allowance of food as herein-after specified ; that is to say :—

- | | |
|--|---|
| “For each child under the age of seven months | } Half a pint of milk and half an ounce of sugar. |
| “For each child between the ages of seven months and two years | } Half a pint of milk, half an ounce of sugar, and two ounces of bread. |
| “For each child between the ages of two years and seven years | } Half a pint of milk, four ounces of bread, and half an ounce of cheese. |

“Provided as follows :—

- “(1.) The allowance may, at the discretion of the matron of the workhouse, or the female superintendent of the casual ward, as the case may be, be given to the suckling mother of a child instead of to the child.
- “(2.) The matron or female superintendent, as the case may be, shall cause the food to be prepared in such manner and to be given at such times and in such way as shall be suitable to each child, and shall take care that the milk, or bread and milk, is served warm.
- “(3.) Unsweetened condensed milk suitably diluted may be substituted for fresh milk in the proportion of four ounces of condensed milk for half a pint of fresh milk.”

In the metropolis the dietary for males above fifteen years is to be 6 ozs. of bread together with one pint either of hot gruel, containing not less than 2 ozs. of oatmeal, or of hot broth. (*Gen. Order (Metropolis) November 3rd, 1887, 17 Rep. L. G. Bd. p. 25.*)

The order makes no provision for a mid-day meal except during the day or days of detention. In Gloucestershire and some other counties a system of way tickets has been established, by which casuals travelling in a direct line towards their destination are supplied on their way with a ration of bread. The board consider that casual paupers having way tickets may be considered as a class with respect to the discharge of whom before the expiration of the periods specified in s. 4 of the Casual Poor Act, 1882, the guardians may give directions to the master of the workhouse or the superintendent of the casual ward under Art. 9 of this order. And where a county vagrancy committee has been established to carry out a system of way tickets, and the superintendent of

police is appointed Assistant Relieving Officer for Vagrants, the Board are prepared to sanction a subscription by the guardians of a reasonable amount towards defraying the cost of the mid-day meal to vagrants while proceeding from one workhouse to another.

TASK OF WORK.

Art. 11.—The master of the workhouse or the superintendent of the casual ward shall set every casual pauper not suffering under any temporary or permanent infirmity of body to perform one of the tasks of work prescribed in the schedule (C.) hereto annexed, according to the class to which he may belong.

*Order of Dec.
18th, 1882—
continued.*

Provided as follows :

1. A person shall not be required to perform the whole or any part of such task of work if it shall appear that the same is not suited to his age, strength or capacity.
2. The task of work may be varied from time to time by a resolution of the guardians, approved by the Local Government Board.
3. Any task of work which, at the date when this order takes effect, shall have been approved by the Local Government Board in pursuance of the order hereby rescinded, shall remain in force until the guardians pass a resolution revoking it, and the master of the workhouse or the superintendent of the casual ward shall until such resolution is passed set every casual pauper within the terms of this article to perform the task of work so approved, or one of the tasks of work prescribed in the schedule (C.) hereto annexed, according to the class to which he may belong.

SCHEDULE (C.).

TASKS OF WORK.

Casual Paupers who remain for One Night only.

As regards males—

The breaking of two cwt. of stones, or such other quantity not less than one-and-a-half cwt. nor more than four cwt. as the guardians, having regard to the nature of the stone, may prescribe. The stone shall be broken to such a size as the guardians, having regard to the nature thereof, may prescribe ;

or

The picking of one pound of unbeaten or two pounds of beaten oakum ;

or

Three hours' work in digging or pumping, or cutting wood, or grinding corn.

As regards females—

The picking of half-a-pound of unbeaten or one pound of beaten oakum ;

or

Three hours' work in washing, or scrubbing and cleaning.

Casual Paupers who are Detained for more than One Night.

As regards males, for each entire day of detention,—

The breaking of seven cwt. of stones, or such other quantity not less than five cwt. nor more than thirteen cwt. as the guardians, having regard to the nature of the stone, may prescribe. The stone shall be broken to such a size as the guardians, having regard to the nature thereof, may prescribe ;

or

The picking of four pounds of unbeaten or eight pounds of beaten oakum ;

or

Nine hours' work in digging or pumping, or cutting wood, or grinding corn.

As regards females, for each entire day of detention,—

The picking of two pounds of unbeaten or four pounds of beaten oakum ;

or

Nine hours' work in washing, scrubbing and cleaning, or needle-work.

With respect to the task of oakum picking, the Board have drawn attention to the diversity of practice which obtains in different casual wards with respect to allowing casuals to use hooks, nails or other appliances for facilitating the task, and have expressed the opinion that, since the value of aid of this character is proportionately much greater to unpractised wayfarers who are new to the work than to habitual frequenters of casual wards, such appliances should be supplied to such casual paupers as are engaged in this class of work.

The Board also consider that oakum picking should as far as practicable be avoided as a task for female casual paupers.

In the case of *Rex v. Baddeley* and other justices, *ex parte Moore*, the King's Bench Division held (April 2nd, 1906) that the task of pounding a bushel of stone of the estimated weight of one cwt. was not one of the tasks prescribed in Schedule (C.) of this order for male casual paupers detained for more than one night; and the conviction of Moore, a male casual pauper detained for more than one night, for refusing to perform such task was quashed. Since then the Local Government Board have in several instances approved the pounding of certain weights of stone as an alternative task for male casuals detained more than one night.

GENERAL REGULATIONS.

Art. 12.—The following regulations shall be observed by every casual pauper ; viz. :—

1. He shall not use obscene or profane language, or act or write indecently or obscenely ;

2. He shall not by word or deed insult or revile or threaten to strike or assault, the master or matron, the superintendent of the casual ward, or any other officer or assistant officer in the employ of the guardians ;
3. He shall not unlawfully strike or otherwise unlawfully assault any person ;
4. He shall not smoke in the casual ward, or in any part of the premises connected therewith.

“By s. 7 of the Pauper Inmates Discharge and Regulation Act, a pauper, whether an inmate of a casual ward or workhouse, who refuses or neglects to observe the regulations prescribed, is to be deemed an idle and disorderly person within the meaning of s. 3 of 5 Geo. 4, c. 83.” (*Circ. Letter, December 18th, 1882, 12 Ann. Rep. L. G. Bd., p. 64.*) 34 & 35 Vict c. 108.

The regulations prescribed in Art. 12 are additional to those in the above-named section, which is as follows :—

“Any pauper who—

“(1) Absconds or escapes from or leaves any casual ward before he is entitled to discharge himself therefrom ; or

“(2) Refuses to be removed to any workhouse or asylum under the provisions of this Act ; or

“(3) Absconds or escapes from, or leaves any workhouse or asylum during the period for which he may be detained therein ; or

“(4) Refuses or neglects, whilst an inmate of any casual ward, workhouse or asylum, to do the work or observe the regulations prescribed ; or

“(5) Wilfully gives a false name or makes a false statement for the purpose of obtaining relief ; shall be deemed an idle and disorderly person within the meaning of s. 3 of 5 Geo. 4, c. 83. [Penalty, not exceeding one calendar month in the house of correction, with hard labour.]

“And every pauper who—

“(1) Commits any of the offences before mentioned after having been previously convicted as an idle and disorderly person ; or

“(2) Wilfully destroys or injures his own clothes or damages any of the property of the guardians, shall be deemed a rogue and vagabond within the meaning of s. 4 of the same Act.” [Penalty, not exceeding three calendar months in the house of correction, with hard labour.]

See also note to Art. 15.

Art. 13.—In the event of any casual pauper being ill, the master of the workhouse or the superintendent of the casual ward shall, as soon as practicable, obtain the attendance of the medical officer, who shall give directions as to the treatment of such pauper, and if, in the opinion of the medical officer, the pauper cannot be properly treated in the casual ward, he shall be transferred to a sick ward of the workhouse, and be deemed to be an ordinary inmate thereof.

In a circular letter of March 17th, 1882 (*12 Rep. L. G. Bd., p. 8*), the Board say they consider it highly important that all cases of illness in the casual wards should receive prompt medical attendance, “and they request that the

guardians will be good enough to give strict directions to the master of the workhouse, or superintendent of the casual wards, as the case may be, that he should at once procure the attendance of the medical officer whenever any casual pauper appears to be ill, or there is any doubt upon the subject."

Art. 14.—Proper sleeping accommodation, consisting of separate cells, beds or compartments, or other arrangements which have been approved by the Local Government Board, and suitable bed clothing, shall be provided in every casual ward; and, except in the case of a mother and her infant child or children, more than one casual pauper shall not be allowed to sleep in the same cell, bed or compartment. Suitable means of communication between the inmates of the casual ward and the person having charge of the ward shall be provided.

Art. 15.—The master of the workhouse or the superintendent of the casual ward shall cause to be hung up and kept suspended in some conspicuous place in the casual ward and in the yard or room where the casual paupers are set to work, a printed copy of Articles 5, 6, 7, 9 and 12 of this order, as well as of the dietary table and the tasks of work in force for the time being, and of s. 7 of the "Pauper Inmates Discharge and Regulation Act, 1871" (omitting the provisoes to that section), of s. 44 of the "Divided Parishes and Poor Law Amendment Act, 1876," and of s. 5 of the "Casual Poor Act, 1882."

34 & 35 Vict.
c. 108.

39 & 40 Vict.
c. 61.

45 & 46 Vict.
c. 36.

For s. 7 of the Pauper Inmates Discharge and Regulation Act, see *ante*, p. 283, and for s. 44 of the Divided Parishes and Poor Law Amendment Act, see p. 20. Section 5 of the Casual Poor Act, 1882, is as follows:—"If any person for the purpose of obtaining relief from the rates raised for the relief of the poor, for himself or for any other person, wilfully gives a false name, or makes or uses a false statement to the guardians of any union or any of their officers, he shall be deemed an idle and disorderly person within the meaning of section three of the Act of the fifth year of King George the Fourth, chapter eighty-three, 'for the punishment of idle and disorderly persons, and rogues and vagabonds, in that part of Great Britain called England.'"

"It will be observed that in order to bring a person within this provision it is not necessary that he should be a pauper in receipt of relief, or that the deception should be practised in order to obtain relief for himself." (*Circ. Letter*, August 31st, 1882, 12 *Rep. L. G. Bd.*, p. 50.)

EXPLANATION OF TERMS.

Art. 16.—In this order—

The term "union" means a union of parishes under a general or local Act, with a separate board of guardians, and includes a parish or place for which there is a separate board of guardians.

The term "guardians" means guardians appointed under the "Poor Law Amendment Act, 1834," and the Acts amending the same, and includes guardians or any other body of persons performing under any local Act the like functions as guardians under the "Poor Law Amendment Act, 1834."

The term "metropolis" means the metropolis as defined by the Metropolis Management Act, 1855, and includes any union which is wholly or for the greater part thereof comprised within the metropolis as so defined.

The term "casual pauper" means any destitute wayfarer or wanderer applying for or receiving relief.

The term "casual ward" means any ward or wards, building or premises set apart or provided for the reception and relief of destitute wayfarers and wanderers.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural and the plural the singular, unless the contrary as to gender or number is expressly provided.

Schedules (A.), (B.) and (C.) are inserted after the articles relating to them.

Given under the seal of office of the Local Government Board, this eighteenth day of December, in the year one thousand eight hundred and eighty-two.

(L. S.)
HUGH OWEN,
Secretary.

J. G. DODSON,
President.

The following circular letter on the subject of Vagrancy was issued by the Local Government Board in 1896:—

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,

February 25th, 1896.

Sir,—The attention of the Local Government Board has been directed for some time past to the large increase in the number of applicants for admission to the casual wards throughout the country. That the matter is one deserving of serious consideration is shown by the fact that whilst the mean number of vagrants relieved on the 1st of January and 1st of July in the parochial year 1884-5 was 4,483, the mean number in the year 1894-5 had risen to 8,539.

From information received by the Board from their inspectors and otherwise, there appeared to be reason for considering that this increase was to a considerable extent not unconnected with a failure on the part of boards of guardians to enforce the provisions of the "Pauper Inmates Discharge and Regulation Act, 1871," as amended by the "Casual Poor Act, 1882," and of the regulations of the Board.

The Board therefore applied to the several boards of guardians for specific information as to the extent to which they had exercised the powers conferred upon them and had carried out the regulations which had been prescribed. The replies received showed that in a large proportion of the union requirements of the regulations had been more or less disregarded . . . or had been only partially complied with, whilst the divergence of practice throughout the country and often in neighbouring unions was very marked.

Many representations have been made to the Board as to the desirability of increasing the powers of guardians as regards the detention of vagrants and of dealing with them in other ways, but the Board are of opinion that, as the first step, boards of guardians throughout the country should avail themselves of the powers they already possess, and endeavour, in concert with the guardians of neighbouring unions, to ensure greater uniformity of practice in dealing with this class of applicants for relief.

The existing regulations have been framed with a view of ensuring from the vagrants such a return, by work, for the relief afforded to them by the guardians that they will understand that their lot whilst so relieved will be in no wise better as regards labour than that of the industrious working man, although no penal consequences ensue from an application for relief. But it is manifest that this intention is frustrated when from more than half the casual wards in the country vagrants are discharged the first morning after their admission, generally without any adequate task of work being required from them.

As regards the detention of casual paupers, the regulations of the 18th December, 1882, provide that a casual pauper shall not be allowed to discharge himself from a casual ward before nine o'clock in the morning of the second day following his admission, nor before he has performed the prescribed work; and where a casual pauper has been admitted on more than one occasion during one month into any casual ward of the same union, he shall not be allowed to discharge himself before nine o'clock in the morning of the fourth day after his admission.

In computing the number of days during which a casual pauper may be detained, Sunday is not to be included, and with respect to the metropolis, in determining the number of admissions of a casual pauper, every casual ward in the metropolis is to be deemed to be a casual ward of the same union.

* * * * *

It has often been urged that the casual ward accommodation at the disposal of the guardians is not sufficient to enable them to keep vagrants for more than one night, having regard to the numbers that seek admission. If, however, there were a due sense of reciprocity of interests in dealing with vagrants, this contention would, to a considerable extent, fail, because, in the case of an habitual vagrant, it may usually be assumed that if he is not sleeping in one workhouse he is doing so in another, and therefore if all guardians detained vagrants of this class, the extra strain on the accommodation which is anticipated would not, under ordinary circumstances, arise. But apart from this, it has been proved again and again that strict administration immediately produces a marked reduction in the number of applicants for admission.

In connection with this point it is important to consider the character of the provision made for the accommodation of vagrants. At some workhouses the cellular system only is adopted; at others, the cellular system in connection with associated wards; and at others, associated wards only. In about half the workhouses in the country, neither the cellular system nor any modification of it is carried out.

The Board recognise the fact that, when adequate associated wards have been provided in a rural union, it may be unreasonable to expect the guardians to incur the expense of building new wards on the cellular system. At the same time the Board have a strong opinion as to the advantages of this system. Whilst the separation for which it provides makes relief in the casual ward more distasteful to the habitual vagrant, it is appreciated by the *bonâ fide* working man, as it saves him from association with the class who ordinarily have recourse to a casual ward, and the relief thus given is more consistent with his self-respect.

In many unions there are both separate compartments and associated wards, the intention being that the latter should only be used by the vagrants detained for more than two nights, or on occasions when their use is rendered necessary by the admission of an exceptional number of persons. But it is found that, in some cases, the vagrants have been placed in the associated ward whilst the separate compartments have been left unoccupied. Very clear instructions should be given by the guardians to the responsible officer that such a practice should be discontinued.

* * * * *

The Board are clearly of opinion that, whilst all due consideration should be given to those who are *bonâ fide* travelling in search of work, and who unfortunately are obliged to apply for relief in the casual ward, the arrangements should not be such as to encourage the habitual vagrant to have recourse to the guardians for relief, instead of endeavouring by work to maintain himself.

Where there has been agreement in different parts of the country that neighbouring unions over a given area shall stringently enforce the regulations, a large reduction in the number of vagrants in the district has ensued; and the Board believe that a similar result might be obtained in the country generally if the provisions of the regulations were enforced.

The Board must, therefore, urge on boards of guardians that they should, with this view, duly exercise the powers already vested in them, and the Board trust that they may rely on their co-operation in this matter.

If it should hereafter be found that the existing law, when duly enforced by boards of guardians generally throughout the country, is insufficient to meet the evil, the Board will be quite ready to consider what further action should be taken with a view to dealing with the question either by legislation or otherwise.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

The Clerk to the Guardians.

Circular to Extra Metropolitan Guardians.

SMALL-POX IN CASUAL WARDS AND WORKHOUSES.

[32 *Rep. L. G. Bd.*, 1902-3, p. 2.]

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

January 22nd, 1902.

Sir,—I am directed by the Local Government Board to state that, in view of the outbreak of small-pox, they think it desirable to draw the attention of

the guardians to the circular letters addressed to them by the Board on the 13th of February, 1893, and 30th July, 1895.

In those letters the Board stated as follows:—

“There is no doubt that there is considerable risk of small-pox being spread by means of casual paupers, and the Board trust that the guardians and their officers will take such measures as will tend as far as possible to diminish this danger.

“The regulations of the Board relative to the relief of casual paupers, which were issued on December 18th, 1882, by Art. 13, provide that in the event of any casual pauper being ill, the master of the workhouse, or the superintendent of the casual wards, shall, as soon as practicable, obtain the attendance of the medical officer, who shall give directions as to the treatment of such pauper. The Board consider it a matter of great importance that the attention of the medical officer should be at once called to any casual pauper who may complain of illness, or who, in the absence of complaint, may present any suspicious symptoms; and they request that the guardians will be so good as to give such instructions to the master of the workhouse or superintendent of the casual wards as will ensure that this shall be done, and that the greatest vigilance may be exercised to check the discharge of persons who are likely to be suffering from small-pox, or, being convalescent, may still be a source of danger to others.

“The regulations of the Board contemplate that under ordinary circumstances a casual pauper when ill shall be removed to the workhouse; but the guardians will realise that, as a general rule, patients suffering from small-pox cannot be retained on the workhouse premises without very serious risk of the spread of the disease.

38 & 39 Vict.
c. 55.

“The sanitary authorities are expressly empowered by s. 131 of the Public Health Act to provide hospital accommodation for the isolation of persons suffering from dangerous infectious disease, and when the sanitary authority have provided a hospital suitable for the reception of small-pox cases, the Board consider that the guardians should, if possible, arrange beforehand with the sanitary authority for the reception into such hospital, when necessary, of any persons suffering from small-pox for whom relief is required.

“The Board are advised that, as a general rule, only circumstances of grave urgency justify the admission or retention of a small-pox case in a workhouse. The guardians, when there is no hospital already provided by the sanitary authority affording suitable accommodation, should immediately consider, in concert with the medical officer of health, what other provision for the due isolation of patients is practicable.

“The Board must, at the same time, observe that when a case of small-pox occurs, whether in the casual wards or in the workhouse, and indeed in times of small-pox prevalence generally, it is, in the opinion of the Board, of the greatest importance that measures should at once be taken to secure, as far as practicable, vaccination or re-vaccination of the other inmates, so far as the medical officer may consider needful. Care should especially be taken that the nurses and other persons employed to attend upon the patients or brought into personal contact with them, should be such as have, within a sufficiently recent period, been either successfully re-vaccinated or had small-pox; or, when there is a difficulty in securing this, that such persons should at once be re-vaccinated as a protection against the disease.

“The Board request that whenever there is an occurrence of small-pox or any other dangerous infectious disease in a workhouse, including any case

occurring in the casual wards, the fact may be immediately reported to them by the medical officer, with a statement showing for each case the date of attack and source of infection, as far as may be known. The medical officer should also state what provision has been made for preventing the spread of the disease among the inmates, and for the isolation and nursing of the patients, and whether he is satisfied of the sufficiency of such provision. In the case of small-pox occurring the medical officer should fully inform the Board of such measures as may be taken in regard to vaccination and re-vaccination." This report should be made in addition to the immediate notification of the case to the medical officer of health.

I am directed to request that the guardians will be good enough to place a copy of this circular in the hands of the medical officer and the master of the workhouse, and also of the superintendent of the casual wards where they are separate.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

Secretary.

The Clerk to the Guardians.

Circular. Extra-Metropolitan Guardians.

SMALL-POX.—CASUAL PAUPERS.

[33 *Rep. L. G. Bd.* 1903-4, p. 11.]

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,

February 9th, 1903.

Sir,—I am directed by the Local Government Board to state that representations have been made to them on the subject of the spread of small-pox by tramps. It is urged on the Board that the present diffusion of the disease is largely due to infection conveyed from place to place by persons of the vagrant class.

The danger to the public health arising from this cause appears to the Board to be a matter of serious importance, and they think it very desirable that there should be uniformity on the part of boards of guardians in dealing with it. In this connection the Board may refer to their circular letter of January 22nd, 1902, . . . and they would impress upon the guardians the urgent necessity of securing, as far as possible, the vaccination and re-vaccination of all vagrants relieved.

The Board understand that in some cases guardians have been in doubt as to whether they could pay for the vaccination of vagrants who failed to present themselves for subsequent inspection, and the Board direct me to state that it seems to them that in such cases payment can be made under s. 28 of the Vaccination Act, 1867 (30 & 31 Vict., c. 84), although it may not be practicable that the result of the operation should be ascertained. When the public vaccinator vaccinates or re-vaccinates any casual pauper, he should enter in his vaccination register the name of such pauper and, where he has not ascertained the result, he should make a note in column 16 explaining the circumstances of the case.

The Board would also point out that, after the operation, the vagrant should be deemed under medical care and dieted accordingly, and he might properly

be relieved from work. If necessary, he should be dealt with under Art. 13 of the general order of December 18th, 1882, as to casual paupers. [See p. 283.]

When a vagrant comes into a casual ward whilst under the effects of vaccination, although the operation has not been performed in the ward, he should be treated in the same way.

It appears to the Board that there would be considerable advantage if there were a systematic daily medical inspection of the inmates of casual wards.

The Board request that this matter may receive the immediate consideration of the guardians, and that they will be good enough to place a copy of this circular in the hands of the medical officer and the master of the workhouse, and also of the superintendent of the casual ward. Copies are enclosed for this purpose.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

Secretary.

The Clerk to the Guardians.

FIRE PRECAUTIONS IN VAGRANT WARDS.

[DECEMBER 2ND, 1903.]

Memorandum by the Architect to the Local Government Board.

1. The question of exit in cases of emergency from vagrant wards, particularly from wards erected upon the "cellular" principle, requires careful attention.

2. As a general principle it should be an aim in building vagrant wards to avoid, as far as possible, the use of inflammable material in their construction.

3. Where sleeping cells are constructed without working cells attached to them, routes of escape should be provided at each end of the corridor to which the cells have access, and a door, preferably of incombustible material, should be so placed in the corridor that the cells may, if necessary, be cut off from the rest of the building.

4. Where stone-breaking cells are constructed leading out of sleeping cells, the iron grids through which the stone is passed should be hung on hinges, so that they can be opened at a moment's notice from outside by means of a simple bolt or catch.

5. Where there is an upper storey, precautions similar to those in the case of wards without working cells attached to sleeping cells should be adopted, care being taken that the internal staircase may be readily cut off from the cells or sleeping rooms.

6. The doors of the cells should in all cases open inwards and not on to the corridor.

7. Locks and keys should not be used for fastening the doors of cells and sleeping rooms.

8. Fumigating or disinfecting chambers, boiler houses, and drying rooms heated otherwise than by pipes, should have no direct internal connection with the building.

9. Instruction should be given to attendants on the subject of their duties in the case of a fire. Written or printed instructions might with advantage be posted up in some conspicuous place.

RECOMMENDATIONS OF DEPARTMENTAL COMMITTEE.

The Departmental Committee appointed in 1894 by Mr. Walter Long, then President of the Local Government Board, to inquire into the Vagrancy question, made their report on February 21st, 1906, and summarised their recommendations as follows:—

Casual Wards.

1. Wards to be placed under control of police authority.
2. Existing buildings, where required, to be rented or purchased by police authorities.
3. Superfluous wards to be discontinued.
4. Where practical, existing officers of wards to be continued in office.
5. Where wards adjoin or form part of the workhouse, arrangements to be made with the guardians for supply of stores, heating, etc.
6. Diet to be improved and provision made for mid-day meal on day of discharge.
7. Task of work to be enforced and to be a time task.
8. Detention to be for a minimum of two nights, except in case of men with way tickets.
9. Expenses of wards to be charged to the police fund.

Assistance to Work-Seekers.

10. Tickets to be issued by the police to persons who are *bonâ fide* in search of work.
11. The ticket to be for a definite route, and available only for a month, with power to police to alter route if satisfied that this is necessary.
12. The holder of a ticket to be entitled to lodging, supper and breakfast at the casual ward, and to be able to leave as early as he desires after performing a small task.
13. The holder of a ticket to have a ration of bread and cheese for mid-day meal given him on leaving the casual ward in the morning.
14. Information as to work in the district to be kept at casual wards and police stations for assistance of work-seekers.

Vagrancy Offences.

15. Short sentences to be discouraged. Where the sentence is for less than 14 days it should be limited to one day, and the conviction recorded.
16. Habitual vagrants to be sent to certified labour colonies for detention for not less than six months or more than three years.

Labour Colonies for Habitual Vagrants.

17. Labour colonies for habitual vagrants to be certified by Secretary of State, and generally to be subject to regulations made by him.
18. County councils and county boroughs to have power to establish labour colonies, or to contribute to certified colonies established by other councils or by philanthropic agencies.
19. Exchequer contribution to be made towards cost of maintenance of persons sent to labour colonies.
20. Subsistence dietary to be prescribed. Inmates to have power to earn small sums of money by their work, and by means of canteen, to supplement their food allowance.

21. Discharge before the conclusion of sentence to be allowed on certain conditions.

22. Industrial as well as agricultural work to be carried on.

Economy in Buildings.

23. Buildings for casual wards and labour colonies to be erected cheaply.

Common Lodging-Houses (outside London).

24. Common lodging-houses to be licensed annually by local authority.

25. Stricter supervision and control to be exercised by local authority.

26. Police to have right of entry.

Regulation of Shelters and Free Food Distributions.

27. Shelters to be licensed and regulated by local authority.

28. Free food distribution to be subject to veto of local authority.

Spread of Disease by Vagrants.

29. Necessity of stricter enforcement of existing law.

30. Notice to be given to neighbouring districts of small-pox occurring in common lodging-houses or casual wards.

Sleeping Out.

31. Sleeping out to be an offence whenever it takes place in buildings or on enclosed premises, or is a danger and nuisance to the public.

Pedlars.

32. Practice as to issue, renewal and endorsement of certificate to be uniform.

Women.

33. Female vagrants to be received into the workhouse instead of the casual wards.

Children.

34. Children of persons dealt with as habitual vagrants to be sent to industrial schools or other place of safety.

35. Child vagrants to be received into the workhouse instead of the casual wards.

36. Section 14 of the Industrial Schools Act, 1866, to apply to vagrant children.

BOARDING OUT OF CHILDREN.

The boarding out of children is regulated by two general orders dated respectively May 28th, 1889, and December 4th, 1905.

The former, "The Boarding of Children in Unions Order," 1889, applies to all unions and separate parishes in England and Wales, except those in the county of London, and relates to the boarding of children in homes within the limits of the union to which the children belong.

The latter, "The Boarding Out Order," 1905, [see p. 307] applies to all unions in England and Wales, and relates to the boarding out of children in homes beyond the limits of the union to which the children belong.

Both orders apply to orphan and deserted children as therein defined, but the "Boarding Out Order, 1905," also applies to children "in respect of whom the powers and rights of a parent or parents are, in pursuance of section 1 of the Poor Law Act, 1889, or of the Poor Law Act, 1899, vested in the guardians." (See *Art. 6, No. 1, p. 314.*)

52 & 53 Vict. c.
56; 62 & 63 Vict.
c. 37.

No child may be first boarded out beyond the limits of the union at an earlier age than two years, or at a later age than ten years, except where the child is above the age of ten years and is placed in the same home with a brother or sister under that age. (*Ibid.*, No. 2.) But under the Boarding of Children in Unions Order there is no such limitation as to age.

The memorandum with respect to the boarding out of orphan or deserted pauper children, issued by the Local Government Board in June, 1900, embodied the most important points touched upon in the circular letters which accompanied the two orders of May 28th, 1889. The issue of the Boarding Out Order of December 4th, 1905, has rendered part of the memorandum somewhat misleading, but the "General Observations" are useful and are here appended.

General Observations.

"The Board's attention has been drawn to cases in which children have been boarded out with foster-parents having no means of support apart from the allowances made by guardians for the benefit of the children boarded out. The Board cannot but consider that such a practice must be injurious to the best interests of the children, and they trust that in future no children will be placed with foster-parents who have not some adequate means of support.

"Particular notice is directed to the following recommendations referring to points in the boarding out system to which, while anxious not unnecessarily to fetter by stringent rules the discretion of the guardians or of the boarding out committees, the Board are desirous that careful attention should be paid, viz. :—

(1) That children should not, except in special cases, be boarded out with relations.

(2) That children should not be boarded out in any home where the father is employed in night work; and that in every case the foster-parents should be by preference persons engaged in outdoor, not in sedentary, labour.

(3) That in choosing the home especial attention should be paid to decent accommodation and to the proper separation of the sexes in the sleeping rooms.

Children over seven years of age should never be allowed to sleep in the same room with married couples.

(4) That no child should be boarded out in a home where sleeping accommodation is afforded to an adult lodger.

(5) That particular attention should in all cases be paid to the school-master's quarterly report; and if after two warnings to the foster-parents the report continue unfavourable, the child should be withdrawn, and either transferred to another home or sent back to the union or parish from which it came.

(6) That great care should always be given to providing the children with good ordinary clothing. No child should be boarded out by the guardians without a suitable outfit, for the repair and renewal of which a quarterly allowance, not exceeding 10s., should be made to the foster-parents, through the committee, by the guardians. Anything resembling a "a workhouse uniform" should be carefully avoided.

"The attention of boarding out committees should be specially given to Art. [3] of the Boarding Out Order, [1905] and to Art. 8 of the Boarding of Children in Unions Order, 1889, under which it devolves upon them from time to time to appoint one of their members to act as secretary. It is the duty of the secretary to punctually inform the Board of any vacancies which may be caused by death, resignation, or otherwise amongst the members of the committee. In compliance with Arts. [3] and [8] (2) of the Boarding Out Order, [1905] or Arts. 8 and 9, No. 9, of the Boarding of Children in Unions Order, 1889, the secretary must furnish the Board, as soon as practicable after the first of January and the first of July in every year, with the names and addresses of the members of the committee and also with a return in a prescribed form of the children remaining boarded out on those dates. Forms for the purpose may be obtained on application to the Board.

"It is important that boarding out committees should realise the necessity of frequent and close inspections of the homes of the children as well as of the children themselves. The Board have found that in some cases sufficient supervision has not been exercised by the boarding out committees over the children and the homes, and, as a general rule, it is in these cases that the boarding out system would appear to have been least successful. The Board cannot insist too strongly upon the importance of a close inquiry, by the boarding out committees, into all matters affecting the health and condition of the children, such as food, clothing, cleanliness, and sleeping arrangements.

"With regard to the clothing of the children, cases have been found where foster-parents had received for its repair and renewal the full allowance provided for in the undertaking, but had evidently not applied the amount to the purpose for which it was given. The Board consider that where the committee receive from the guardians a payment to enable them to provide for the repair and renewal of the clothing, it is incumbent upon the committee to see that the allowance is properly applied, and that each child has always a sufficient stock of clothes.

"The members of a boarding out committee should bear in mind that they are jointly responsible for all children entrusted to the care of the committee, and that the visitation of each child should not be entirely left in the hands of an individual member of the committee. The Board have reason to believe that in some instances persons have consented to become members of committees under a misapprehension as to the responsibility they would thereby incur."

THE BOARDING OF CHILDREN IN UNIONS ORDER, 1889.

(MAY 28TH, 1889.)

GENERAL ORDER: OUTDOOR RELIEF TO ORPHAN AND DESERTED CHILDREN: BOARDING IN HOMES WITHIN THE LIMITS OF UNION OR SEPARATE PARISH.

To the Guardians of the Poor of the several unions and separate parishes named in Schedules B and C to this order;—

[These schedules have been omitted since the order applies to all unions and separate parishes in England and Wales, except those in the county of London.]

And to all others whom it may concern.

Whereas by a general order dated the 10th day of September, 1877, addressed to the guardians of the poor of the several unions and separate parishes named in Schedules B and C to such order, we prescribed regulations with regard to orphan or deserted children relieved by the guardians of any such union or parish out of the workhouse in homes within the limits of the union or parish; and by an order dated the 24th day of May, 1878, we made such general order applicable to the Exeter Union;

And whereas it is expedient that the said orders should be rescinded, and that regulations should be made as hereinafter contained:

Now therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby rescind the above-cited general order dated the 10th day of September, 1877; and we also hereby rescind the above-cited order dated the 24th day of May, 1878, so far as it refers to the said general order.

And we do hereby order that the following regulations shall, except so far as we may assent to any departure therefrom in any particular case or cases, have effect with regard to the relief, by the guardians of the several unions and separate parishes named in Schedules B and C to this order, of orphan or deserted children by boarding such children in homes within the limits of the union or separate parish to which they are chargeable: that is to say,—

Art. 1.—

No. 1. No child shall be boarded with any person who is at the time, or has been within twelve months preceding, in receipt of relief from the common fund or from the poor rates, as the case may be; and if the foster-parent shall at any

time become in receipt of relief, any child boarded with him shall be withdrawn.

In this order there is no limitation of the age at which a child may be first boarded out, such as is fixed by Art. 6 (No. 2) of the Boarding Out Order of December 4th, 1905.

No. 2. Not more than two children shall be boarded by the guardians in the same home at the same time unless all such children are brothers and sisters and do not exceed four in number; not more than one child shall be boarded by the guardians in a home in which any child is boarded by persons other than the guardians, nor shall any child be boarded in a home in which there is more than one such child; and no child shall be boarded in a home in which, at the time when the child would first be placed in it, there would be with such child more than five children resident.

No. 3. In no case shall a child be boarded with a foster-parent of a religious creed different from that to which the child belongs. The child's creed shall be ascertained from the Creed Register, if it is entered therein.

See the Creed Register Order of November 26th, 1868, after Art. 208 (1) of The Consolidated General Order, p. 118.

Also the circular letter of the Local Government Board at p. 566; and the provisions of the Poor Law Amendment Act, 1868, p. 737.

No. 4. No child shall be boarded in a home without a certificate, in the Form No. 2 in the Schedule A to this order, signed by one of the medical officers of the union or separate parish, stating the particulars of the child's health.

SCHEDULE A.

FORM NO. 2.

_____ Union [*or separate parish*].
I, the undersigned, having this day personally examined *C. D.*, residing at _____, and alleged to be an orphan [*or deserted*] child of the age of _____ years, hereby certify that he is not suffering from any contagious or infectious disease, and that his bodily health is good [with the exception that* _____].

(Signed) _____
Medical Officer of the Union
[*or Parish of* _____].

Dated this _____ day of _____ 18 ____.

* Here state the particulars of any exceptions.

No. 5. Before receiving any child to be boarded with him the foster-parent shall sign an undertaking in duplicate, which

shall, in addition to any other matter which may be agreed upon, contain an engagement on the part of the foster-parent, that, in consideration of a certain sum per week, he will bring up the child as one of his own children, and provide the child with proper food, lodging, and washing, and endeavour to train the child in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and outdoor work, so far as may be consistent with the law; that he will take care that the child shall attend duly at church or chapel, according to the religious creed to which the child belongs, and shall attend school according to the provisions of the law for the time being; that he will provide for the proper repair and renewal of the child's clothing; and that, in the case of the child's illness, he will forthwith report such illness to the relieving officer in whose district the child resides, or to the guardians; and that he will at all times permit the child to be visited and the house to be inspected by the relieving officer or the medical officer of the district, and by any guardian or other person specially appointed for that purpose by the guardians or by the Local Government Board; and that he will produce the child for examination by the guardians when required by them to do so. The undertaking shall also contain an engagement on the part of the foster-parent that he will, upon the demand of a person duly authorised in writing by the guardians, give up possession of the child.

Such undertaking shall be made according to the Form No. 3 in Schedule A to this order. One copy of it shall be kept by the foster-parent and the other by the guardians.

SCHEDULE A.

FORM NO. 3.—UNDERTAKING OF FOSTER-PARENT.

Boarding of a child in a home within the limits of the union [*or separate parish*] to which such child is chargeable.

_____	Union [<i>or separate parish</i>].
[_____]	Boarding out committee.] †
_____	Name of child.
_____	Religious creed of child.
_____	Name of foster-parent.

† The references in this Form to a boarding out committee are to be retained only where the child is boarded under the superintendence of a committee. See Art. 9, No. 3.

I, *A. B.*, of _____, do hereby engage with the guardians of the above-named union [*or parish*], in consideration of my receiving the sum of _____ per week, to bring up *C. D.*, aged _____ years on the _____ day of _____ last, as one of my own children, and to provide h _____ with proper food, lodging,

* Insert "church" or "chapel" according to the religious creed to which the child belongs.

† The references in this Form to a boarding out committee are to be retained only where the child is boarded under the superintendence of a committee. See Art. 9, No. 3.

‡ Any other matter which may be agreed upon may here be added.

and washing, and to endeavour to train h in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and outdoor work, so far as may be consistent with the law; to take care that the child shall attend duly at church [or chapel],* and shall attend school according to the provisions of the law for the time being; that I will provide for the proper repair and renewal of the child's clothing; and that, in the case of the child's illness, I will forthwith report such illness to the [above-named boarding out committee and also to the]† relieving officer in whose district I reside, or to the guardians of the above-named union [or parish]; that I will at all times permit the child to be visited and the house to be inspected by [any member of the boarding out committee, by]† the relieving officer or the medical officer of the district, and by any guardian or other person specially appointed for that purpose by the guardians or by the Local Government Board; and that I will produce the child for examination by the guardians when required by them to do so. I do also hereby engage, upon the demand of a person duly authorised in writing by the [boarding out committee or by the]† guardians to give up possession of the child.

‡

Dated this

day of

18 .

Signature (in full) of
foster-parent

Address of foster-parent.

Witness to the signature of
the foster-parent.

Address of witness.

N.B.—Communications to the guardians to be addressed _____
[Communications to the boarding out committee to be addressed _____.]†

No. 6. On the delivery of the child to the foster-parent, an acknowledgment shall be given in the Form No. 4 in Schedule A to this order, or to the like effect.

SCHEDULE A.

FORM No. 4.

Union [or separate parish].

I, *A. B.*, of _____, hereby acknowledge that I have this day received *C. D.*, aged _____ years, from the guardians of the poor of the above-named union [or parish], on the terms and conditions contained in the annexed undertaking; and that I have also received for the use of the said *C. D.* the articles of clothing set out in the list appended hereto.

Dated this

day of

18 .

(Signed) _____

(Address) _____

(Witness) _____

(Address of Witness) _____

LIST OF CLOTHING.

(Here set out the articles in detail.)

No. 7. In no case shall the sum to be paid to the foster-parent for the maintenance of a child, inclusive of lodging, but exclusive of clothing, school fees, fees for medical attendance, medicines, and extras ordered by a medical attendant, exceed four shillings per week.

See the Boarding Out Order of December 4th, 1905, Art. 6 (11).

The general order of July 10th, 1897, relating to outfits for children sent to service, is as follows:—

“The guardians of any poor law union may, when they deem it expedient, incur a reasonable expenditure in providing an outfit for any child chargeable to such union, on such child being sent to service by the guardians, or, if the child is boarded or boarded out under the supervision of a boarding out committee in accordance with the regulations from time to time applicable to the boarding or boarding out of pauper children, on such child being sent to service by the guardians or otherwise.” (27 *Rep. L. G. Bd.*, 1897-8, p. 26.)

No. 8. No child shall be boarded in a home distant more than two miles from a certified efficient school within the meaning of the Elementary Education Act, 1876, or any Act amending the same, the schoolmaster of which school is willing to undertake to send to the guardians, at least once a quarter, a written report upon the child, in the Form No. 5 in Schedule A to this order.

[39 & 40 Vict.
c. 79.]

SCHEDULE A.

FORM No. 5.

School.

Report for the Quarter ending _____

Name of Child.	Age.	Name and Address of Foster-Parent.	Days absent from School during the Quarter.	Alleged Causes of Absence.	Observations as to Appearance, Conduct, and Progress of Child.	Books and Stationery supplied during the Quarter.	School Fees and Cost of Books and Stationery.
							£ s. d.

(Signature) _____

(Address) _____

(Date) _____

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above mentioned be included in it.

No. 9. The guardians may allow an extra school fee, not exceeding one penny per week, to be paid to the schoolmaster of the school at which such child attends, the same to be a remuneration to him for drawing up and sending the quarterly report upon such child prescribed in the regulation last preceding.

Art. 2.—The relieving officer shall pay the amount of relief ordered by the guardians in respect of any child at the residence of the foster-parent, and, unless otherwise directed by the guardians, such amount shall be paid weekly.

The guardians have no discretion as to the place where the relief is to be paid, but only as to the frequency of the payments.

Where, however, the guardians have entered into arrangements with a boarding out committee under Art. 5, such arrangements may include the payment by such committee to the foster-parent of the amount of relief ordered by the guardians, and upon such an arrangement being made the provisions of this Article are not applicable. (*See Art. 9, No. 6.*)

Art. 3.—The relieving officer shall once in every quarter, or oftener, if so required by them, make to the guardians a report, according to the Form No. 6 in Schedule A to this order.

SCHEDULE A.

FORM NO. 6.—RELIEVING OFFICER'S REPORT ON CHILDREN BOARDED WITH FOSTER-PARENTS.

_____ ending _____, 18 ____.

_____ Union [*or separate parish*].

Name of child _____

Age _____

Name and address of foster-parent _____

Date when child was last seen by me _____

Does the child appear to be in good health? _____

Is it properly fed, lodged, and clothed? _____

Are the sleeping arrangements, as regards
the separation of the sexes and otherwise, }
proper and sufficient? _____

Is the behaviour of the child good? _____

What is the domestic and outdoor work in }
which it is employed, and is its general }
training properly attended to? _____

Does the child duly attend church or chapel? _____

Does it attend school regularly? _____

Are any complaints made by or concerning }
the child against the foster-parent? _____

Are any complaints made by or concerning }
the foster-parent, against the child? _____

General observations _____

(Signed) _____

Relieving officer of the _____ Union [*or parish*]

To the Guardians of _____ Union [*or parish*].

See also s. 3 of the Poor Law Act, 1899, as to the visiting of "adopted children," p 649.

Art. 4.—The medical officer of the district in which the child may be resident shall visit the child once in each quarter, and shall after each visit make to the guardians a report in the Form No. 7 in Schedule A to this order, and for each such visit duly reported the medical officer shall be paid by the guardians a fee of two shillings and sixpence.

Where the guardians have entered into arrangements with a boarding out committee under Art. 5, they may, if they think fit, dispense with the visits of the medical officer prescribed by this Article. (*See Art. 9, No. 6.*)

SCHEDULE A.

FORM No. 7.—MEDICAL OFFICER'S REPORT OF VISITS MADE TO THE HOMES
OF FOSTER-PARENTS WITH WHOM CHILDREN ARE BOARDED.

Quarter ending _____ 18—.

Union [*or* Parish of _____].

Date of Visit.	Name of Child.	Age.	Name and Address of Foster-parent.	Date of last preceding Visit.	Observations as to the Appearance and Health of the Child, the State of the House, and other Remarks.

(Signed) _____

Medical Officer of the _____ District.

The five following Arts., 5 to 9, and also Arts. 12 and 13, apply only when a boarding out committee has been duly formed under the provisions of this order:—

Art. 5.—The guardians of any union or separate parish may, if they think fit, with our consent, enter into arrangements with a boarding out committee, constituted as hereinafter mentioned, for the purpose of finding and superintending homes within the union or parish for orphan or deserted children chargeable to such union or parish.

These provisions as to the constitution of boarding out committees correspond with those in the Boarding Out Order of December 5th, 1905, and the regulations under Art. 9 are for the most part analogous to those prescribed by that order.

Art. 6.—A boarding out committee shall consist of three or more persons, to be approved by us, who shall have signed an engagement in the Form No. 1 in Schedule A. to this order, and shall have obtained our written authority to enter into arrangements with boards of guardians for the purpose of finding and superintending homes for pauper children.

No form has been prescribed for the arrangements between guardians and boarding out committees under this order, but the form for use where children are boarded out beyond the limits of the union is given at p. 312.

Form No. 1 in Schedule A has been superseded by the following :—

ENGAGEMENT BY PROPOSED BOARDING OUT COMMITTEE.

We, the undersigned, being desirous of being constituted a boarding out committee for the purpose of finding and superintending homes for orphan or deserted pauper children in the parish of _____ in the _____ union, in the county of _____, do hereby state that we have read the regulations which are prescribed in the orders of the Local Government Board dated the 28th day of May, 1889, and in the event of our obtaining the requisite authority of the Local Government Board to act as a boarding out committee, do hereby engage truly and faithfully to observe the same, and any other regulations which may from time to time be prescribed by the Local Government Board with respect to the boarding out of pauper children.

And we do also hereby undertake to furnish to the Local Government Board, or to any of the inspectors of that Board, all such reasonable information respecting pauper children who may be boarded out under the superintendence of the committee, as the said Board or inspectors may from time to time require.

And we do also engage that meetings of the committee shall be held not less often than _____ at _____ on days to be fixed by the members of the committee at the first meeting in each year, the days and place of meeting to be subject to such alterations as may be agreed upon at one of the ordinary meetings of the committee after due notice to every member. And further that a book shall be kept containing a record of the proceedings of each meeting, and that the minutes of the last meeting shall be read at the next succeeding meeting and signed by the presiding chairman, who shall be a member of the committee other than the person appointed to act as secretary.

Signatures in full.	Rank, Profession or Calling.*	Addresses.

Dated this _____ day of _____ 190 .
To the Secretary,
Local Government Board,
Whitehall, London, S.W.

* In the case of such lady members as have no calling or profession of their own, the rank, profession, or calling of each lady's husband or father should be entered in this column thus :—

Wife, Widow, or Daughter of a _____

Art. 7.—Any person deriving any pecuniary or other personal profit from the boarding of any child shall be thereby disqualified from becoming or continuing to be a member of any such boarding out committee.

Art. 8.—The boarding out committee shall from time to time appoint one of their members to act as secretary; and it shall be the duty of the secretary punctually to inform us of any vacancies which may be caused by death, resignation or otherwise amongst the members of the committee; and to report to us as soon as practicable after the first day of January and the first day of July in every year the names and addresses of the members of the committee.

See also Art. 9 (9).

Art. 9.—Where the guardians shall have entered into arrangements with a boarding out committee as aforesaid the following regulations shall have effect in addition to or in modification of those hereinbefore contained:—

No. 1. No child shall be boarded in any home which is distant more than five miles by the nearest road of access from the residence of some member of the boarding out committee.

No. 2. The certificate given in pursuance of Art. 1 (No. 4), or a copy thereof, shall be forwarded by the guardians to the boarding out committee.

No. 3. The undertaking required by Art. 1 (No. 5) shall also contain an engagement that, in the case of the child's illness, the foster-parent will forthwith report such illness to the boarding out committee; that the foster-parent will at all times permit the child to be visited and the house to be inspected by any member of the boarding out committee; and that he will, upon demand of a person duly authorised in writing by the boarding out committee, give up possession of the child.

No. 4. The guardians may at any time withdraw any child from a home in which such child is boarded, notice of their intention to do so being given at least one week beforehand to the boarding out committee; and every foster-parent shall, upon the demand of a person duly authorised in writing by the boarding out committee or by the guardians, deliver up to such person any pauper child boarded with such foster-parent.

No. 5. Every child shall be visited not less often than once in every six weeks by a member of the boarding out committee at the home of the foster-parent with whom such child is boarded, and the visitor shall thereupon make a report in writing to the committee, stating the apparent bodily condition and the behaviour of such child, and all reasonable complaints made by or concerning the child, against or by the foster-parent.

These reports shall be forwarded by the boarding out committee to the guardians not less often than quarterly.

If in the case of any child no such report shall be received by the guardians for the space of four consecutive months, the guardians shall either provide for the visiting of such child at the home of its foster-parent by an officer of the guardians at intervals of not more than six

supervision of the committee on those days respectively under the provisions of this order. Such return shall be made according to the Form No. 9 in Schedule A to this order.

SCHEDULE A.

FORM NO. 9.—RETURN OF THE CHILDREN BOARDED OUT UNDER THE SUPERVISION OF THE BOARDING OUT COMMITTEE ON THE 1ST DAY OF JANUARY [OR JULY], 18 , WITH THE NAMES AND ADDRESSES OF THE FOSTER-PARENTS.

Name of Child.	Age.	Name and Address of Foster-Parent.	Union or Separate Parish to which chargeable.

(Signed) _____

Secretary of the Boarding Out Committee.

(Address) _____

Date _____

No. 10. If we shall withdraw from any boarding out committee the authority to enter into arrangements with boards of guardians, the guardians who have made arrangements with the said committee for the boarding of pauper children shall, on receiving notice of such withdrawal, take back with all reasonable expedition all children boarded in homes found by such committee. Provided that it shall not be necessary for the guardians to take back such children if we declare that the withdrawal of authority from the committee shall not apply to children already boarded under their superintendence; or, if in a case in which we do not so declare, the guardians, with our approval, cause the children to be visited by one of their own officers at intervals of not more than six weeks.

Art. 10.—The guardians shall not order relief in pursuance of this order for a period exceeding three months at any one time.

Art. 11.—Any relief given under the provisions of this order by the guardians to any deserted child under the age of sixteen years may, if the guardians think fit, be given by way of loan to the parent of such child.

See notes to Art. 7 of the "Out-door Relief Prohibitory Order," p. 159.

Art. 12.—Where the arrangements made by the guardians with any boarding out committee under the provisions of this order include the payment of any sums by such committee on behalf of the guardians, the guardians may, if they think fit, advance to the boarding out committee quarterly a sum not exceeding three-fourths of the expenditure which, in pursuance of such arrangements, may reasonably be expected to be incurred by such committee during the ensuing quarter.

Art. 13.—Any boarding out committee duly formed under the provisions of any order of the Poor Law Board or of the Local Government Board, and in existence at the date of this order, shall, in so far as the authority of such committee extends at the date of this order, be deemed to have been duly constituted under the provisions of this order.

Art. 14.—In any case in which guardians are, at the date of this order, boarding children in homes under the provisions of the above-cited general order, it shall not be necessary, with regard to the children so boarded, that fresh undertakings shall be entered into by the foster-parents under the provisions of this order; and any child may continue to be boarded with the foster-parent with whom such child is boarded at the date of this order, if no regulation in the above-cited general order in pursuance of which the child was placed out is thereby contravened.

Art. 15.—In this order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament.

The term “separate parish” means a parish or place which is under a separate board of guardians.

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

When applied to a legitimate child, the term “orphan child” means a child both of whose parents are dead; or one of whose parents is dead, the other being under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled and an inmate of a workhouse, or being out of England; and the term “deserted child” means a child deserted by both parents, or deserted by one parent, the other being dead, or under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or

disabled and an inmate of a workhouse, or being out of England; or a child one of whose parents is under sentence of penal servitude or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England, the other parent being likewise in one of those conditions.

When applied to an illegitimate child, the term "orphan child" means a child whose mother is dead; and the term "deserted child" means a child deserted by its mother, or whose mother is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England.

The term "foster-parent" means the persons or person with whom any child is boarded under the provisions of this order.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular, unless the contrary as to gender or number is expressly provided.

Art. 16.—This order may be cited as "The Boarding of Children in Unions Order, 1889."

[Here follows Schedule A, the Forms in which are inserted in the foregoing pages after the articles directing their use.]

Given under the seal of office of the Local Government Board, this twenty-eighth day of May, in the year one thousand eight hundred and eighty-nine.

(L. S.)

CHAS. J. RITCHIE, *President.*

HUGH OWEN, *Secretary.*

THE BOARDING OUT ORDER, 1905.

(DATED DECEMBER 4TH, 1905.)

BOARDING OUT OF CHILDREN BY GUARDIANS IN HOMES BEYOND THE LIMITS OF THE UNION.

To the Guardians of the Poor of the several poor law unions for the time being in England and Wales;—

And to all others whom it may concern.

Whereas by the Boarding Out Order, 1889, we, the Local Government Board, prescribed, in relation to each poor law union

for the time being in England and Wales, regulations with reference to the boarding out of pauper children in homes beyond the limits of the poor law union ;

And whereas it is expedient that the Boarding Out Order, 1889, should be rescinded, and that regulations should be made as herein-after contained :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby rescind the Boarding Out Order, 1889, except so far as that order is herein-after expressly declared to remain in force for any purposes of this order ;

And we do hereby order that the following regulations shall, except so far as we may assent to any departure therefrom in any particular case, have effect with regard to the several poor law unions for the time being in England and Wales ; that is to say,—

Art. 1.—Notwithstanding anything in any order issued by the Poor Law Commissioners or the Poor Law Board, or by us, with reference to the administration of relief to paupers not residing within the poor law union to which they are chargeable, the guardians of a poor law union may, subject to the provisions of this order, board out pauper children chargeable to the poor law union in homes beyond the limits thereof, in accordance with arrangements made with a boarding out committee having authority in that behalf and constituted as herein-after mentioned.

Art. 2.—With respect to the constitution of a boarding out committee, and with respect to changes of membership of the committee and of the area for which the committee acts, the following provisions shall apply and have effect ; that is to say,—

- (i.) The committee shall consist of persons who are approved by us, who have signed an engagement in the Form No. 1 in the Schedule to this order, and who have obtained our written authority to make arrangements with boards of guardians for the purpose of finding and superintending homes for pauper children within an area comprising the parish or parishes specified in the said authority.

FORM No. 1.—ENGAGEMENT BY PROPOSED BOARDING OUT COMMITTEE.

We, the undersigned, being desirous of being constituted a boarding out committee for the purpose of finding and superintending homes within an area comprising the parish or parishes specified below, for such pauper children as may be boarded out by boards of guardians under the provisions of the Boarding Out Order, 1905, do hereby engage that, *in the event of our obtaining the requisite authority of the Local Government Board to act as a boarding out committee*, we will truly and faithfully observe the regulations which are prescribed in the said order, or which may from time to time be prescribed by the Local Government Board with respect to the boarding out of pauper children.

And we do also hereby undertake to furnish to the Local Government Board, or to any of the inspectors of that Board, all such reasonable information respecting pauper children who may be boarded out under the superintendence of the committee as the said Board or inspectors may from time to time require.

And we do also engage that meetings of the committee shall be held not less often than at , on days to be fixed by the members of the committee at the first meeting in each year, the days and place of meeting to be subject to such alterations as may be agreed upon at one of the ordinary meetings of the committee after due notice to every member, and further that a book shall be kept containing a record of the proceedings at each meeting, and that the minutes of the last meeting shall be read at the next succeeding meeting and signed by the presiding chairman, who shall be a member of the committee other than the person appointed to act as secretary.

Area of Action of Committee.

Parishes of which Area consists.	Union comprising Parishes.	County.

Signatures in full.	Rank, Profession, or Calling.*	Addresses.

Dated this day of 19 .

To the Secretary,
Local Government Board,
Whitehall,
London, S.W.

* In the case of any lady member having no calling or profession of her own, the rank, profession, or calling of the lady's husband or father should be entered in this column thus :—

Wife, Widow, or Daughter of a _____

- (ii.) The committee shall comprise not less than three members, and one at least of the members shall be a woman.
- (iii.) A person deriving any pecuniary or other personal profit from the boarding out of a child shall be thereby disqualified from becoming or continuing to be a member of a committee.
- (iv.) The number of members of the committee may, with our approval, be altered, and, with our approval, any person may

be substituted as a member of the committee for any existing member, who shall thereupon cease to act as a member of the committee.

A person shall not act as an additional or substituted member of the committee until he has signed an engagement which shall be in the Form No. 2 in the Schedule to this order.

(v.) The area within which the committee is authorised to find and superintend homes for pauper children may, with our approval, be extended or diminished.

FORM NO. 2.—ENGAGEMENT BY PROPOSED MEMBERS OF BOARDING OUT COMMITTEE.

, the undersigned, being desirous of becoming member of the boarding out committee formed for the purpose of finding and superintending homes within an area comprising the parish or parishes specified below, for such pauper children as may be boarded out by boards of guardians under the provisions of the Boarding Out Order, 1905, do hereby engage that we will truly and faithfully observe the regulations which are prescribed in the Boarding Out Order, 1905, or which may from time to time be prescribed by the Local Government Board with respect to the boarding out of pauper children.

And do also hereby undertake to furnish to the Local Government Board, or to any of the inspectors of that Board, all such reasonable information respecting pauper children who may be boarded out under the superintendence of the committee, as the said Board or inspectors may from time to time require.

Area of Action of Committee.

Parishes of which Area consists.	Union comprising Parishes.	County.

Signatures in full.	Rank, Profession, or Calling.*	Addresses.

Dated this day of , 19 .

To the Secretary,
Local Government Board,
Whitehall, London, S.W.

* In the case of any lady member having no calling or profession of her own, the rank, profession, or calling of the lady's husband or father should be entered in this column thus :—

Wife, Widow, or Daughter of a _____

Art. 3.—(1) A boarding out committee shall from time to time appoint one of their members to act as secretary; and the committee may appoint another member to be presiding chairman for such period as is specified by the committee in the resolution for the appointment.

(2) The secretary shall punctually inform us of any vacancy occurring in the committee by reason of the death, resignation, or disqualification of a member, or from any other cause.

(3) The secretary shall also report to us as soon as practicable after the first day of January and the first day of July in every year the names and addresses of the members of the committee in the Form No. 3 in the Schedule to this order.

By Art. 8 (2) the secretary is at the same dates to make a return to the Local Government Board in a prescribed form of every child remaining boarded out under the provisions of this order and under the upervision of the committee on the days named respectively.

FORM NO. 3

_____ Boarding Out Committee.

STATEMENT TO BE SENT TO THE LOCAL GOVERNMENT BOARD SHOWING THE NAMES AND ADDRESSES OF THE MEMBERS OF THE ABOVE COMMITTEE ON THE 1ST JANUARY (OR 1ST JULY), 19 .

NOTE.—*The statement is to be sent in half-yearly. Strike out the words 1st January or 1st July, as the case may be.*

Names*.	Addresses.

* It will be convenient if the names are arranged in alphabetical order.

(Signed) _____
Secretary of Committee.

To the Secretary,
Local Government Board,
Whitehall, London, S.W.

Date _____

Art. 4.—(1) Before a child chargeable to a poor law union is boarded out in pursuance of arrangements with a boarding out committee, those arrangements shall be defined and embodied in an agreement made, with our approval, between the guardians of the poor law union and the committee.

(2) The agreement shall be in the Form No. 4 in the Schedule to this order.

(3) The agreement, if the guardians so determine, shall set forth the conditions to be observed by the committee in relation to the production to the guardians of vouchers for all disbursements by the committee, who shall, unless the guardians otherwise allow, comply in every particular with the said conditions.

FORM No. 4.

AGREEMENT entered into between the boarding out committee of _____, in the count of _____ (herein-after called the "committee"), of the one part and the board of guardians of _____, in the count of _____ (hereinafter called the "guardians"), of the other part.

We, the committee, do hereby agree with the guardians as follows:—

That we will undertake to find homes and foster-parents for _____ children to be sent to us by the guardians, and for so many more children as may hereafter, with the approval of the Local Government Board, be agreed upon between ourselves and the guardians:

That we will cause each of the children placed with the said foster-parents and their respective homes to be visited not less often than once in every six weeks, by at least one member of the committee, and will send a report to the guardians of the apparent bodily condition and behaviour of each child, and of all complaints made by or concerning the child against or by the foster-parents, not less often than once a quarter:

That at each visit the visitor shall duly inspect the clothing of the child and shall ascertain whether the quarterly sum allowed by the guardians for the repair and renewal of the said clothing is properly expended:

That we will make arrangements with a duly qualified medical man for attendance upon the said children in case of sickness, and for the supply of the necessary medicines:

That we will also make arrangements with a duly qualified dentist for the care of the children's teeth:

That, in case at any time any of the said children should die, we will cause the deceased child to be decently and properly buried:

That we will truly and faithfully observe all regulations prescribed in the Boarding Out Order, 1905, or otherwise from time to time prescribed by the Local Government Board with respect to the boarding out of pauper children:

That we will, upon the demand of a person duly authorised in writing by the guardians, give up possession of any of the said children who may be under our custody or control.

And we, the guardians, do hereby on our part undertake and agree with the committee as follows:

That, when suitable homes and foster-parents have been found for the said children, and the undertaking required by Art. 6, No. 9, of the Boarding Out Order, 1905, to be signed by the foster-parent before receiving any child shall,

in the case of each child, have been forwarded to us by the committee, we will provide every such child with a proper outfit of clothing and the committee shall be authorised, in the case of every such child, to make on our behalf the following payments; namely—

- (a) The sum [*not exceeding* [] *shillings*] inserted in the said undertaking as the amount to be paid for the weekly maintenance of the said child.
- (b) A sum not exceeding per quarter for the repair and renewal of the child's clothing.
- (c) Such a sum, not exceeding two shillings and sixpence per quarter for the schooling of the child, as the committee shall find necessary.
- (d) A sum, not exceeding one penny per week, to be paid as a remuneration to the schoolmaster of the school at which the child attends, for drawing up and sending the quarterly report upon the said child as prescribed by the Boarding Out Order, 1905.

That we will remit quarterly to the committee the sum of money required to reimburse them all moneys expended and payments made as aforesaid on our behalf, and a sum of one penny per week for each child, to meet other expenses incurred by the committee, in respect of the child. Provided that where we advance a sum to the committee under the provisions of the Boarding Out Order, 1905, the amount so advanced shall be taken into account in making the remittance aforesaid.

*

* Here insert a statement of such conditions as the guardians impose with regard to the production of vouchers.

That in consideration of the committee making suitable arrangements, as herein-before agreed, with a duly qualified medical man for attendance upon the said child in case of sickness, and for the supply of necessary medicines, we will pay to the committee the sum, not exceeding in a year (unless on a special report of the case we consent to a further expenditure), which has been disbursed by the committee for medical attendance on and medicine for the child, and any further sum which has been disbursed by the committee for the purpose of providing such extra nourishment or medical or surgical appliance for a child in case of sickness as shall have been ordered by the medical man aforesaid and certified by a member of the committee.

That, in consideration of the committee making suitable arrangements with a duly qualified dentist for the care of the children's teeth, we will pay to the committee such cost as may have been reasonably expended for the purpose.

That in consideration of the committee undertaking that, in case any of the said children at any time while boarded out as aforesaid should die, the committee will cause every child so dying to be decently and properly buried, we will pay to the committee, if the child so dying were not more than ten years of age at the time of death, such sum not exceeding twenty-five shillings, and if the child were more than ten years of age at the time of death, such sum, not exceeding forty shillings, as has been disbursed by the committee for burial purposes.

And we, the guardians, do hereby further agree with the committee, that if any child shall at any time after being placed with a foster-parent be found to be suffering from any incurable bodily disease, or from lunacy, or shall in the judgment of the committee be incorrigible and of confirmed bad habits, we will in every such case, upon the same being duly signified to us, cause the said child to be removed from the home wherein it may be boarded out as aforesaid,

and to be conveyed at our own expense to the workhouse of the said , or to a lunatic asylum, as the circumstances of the case may require.

In witness whereof the presiding chairman and secretary of the committee have hereunto set their hands, this day of 19 , and the guardians their common seal, this day of , 19 .

Signatures of the presiding chairman and secretary of the committee.

(L. S.) The common seal of the guardians was hereunto affixed at a meeting of the board of guardians held on the day last aforesaid, by , chairman of the board at the said meeting, in the presence of , the clerk to the guardians.

Art. 5.—(1) The guardians of a poor law union from which a child is boarded out in a home found by a boarding out committee may at any time withdraw the child from the home, but, except in cases of urgent necessity, the guardians shall give to the committee not less than one week's notice of the intended withdrawal.

(2) Every foster-parent shall, upon the demand of a person duly authorised in writing by the committee or by the guardians, deliver up to that person any pauper child boarded out with the foster-parent.

The power to withdraw a child in cases of urgent necessity, without giving the week's notice hitherto required, is new.

Art. 6.—The following rules and conditions shall be observed by the guardians with respect to the boarding out of pauper children under this order, that is to say:—

No. 1. A child shall not be so boarded out unless he is an orphan child or a deserted child as defined by this order, or a child in respect of whom the powers and rights of a parent or parents are, in pursuance of s. 1 of the Poor Law Act, 1889, or the Poor Law Act, 1899, vested in the guardians.

This clause enables a new class of children to be boarded out beyond the limits of the union, viz.: those over whom the guardians, under the enactments referred to, have assumed parental control. For these enactments, see p. 647 *et seq.*

No. 2. A child shall not be first boarded out at an earlier age than two years, and a child shall not be first boarded out at a later age than ten years, except where the child is above the age of ten years and is placed in the same home with a brother or sister under that age.

No. 3.—(i.) Not more than two children shall be boarded out by the guardians in the same home at the same time, unless

all the children are brothers and sisters and do not exceed four in number ;

(ii.) Not more than one child shall be boarded out by the guardians in a home in which any child is boarded out, either permanently or temporarily, by persons other than the guardians, nor shall any child be boarded out in a home in which there is more than one child boarded out by persons other than the guardians either permanently or temporarily ;

(iii.) A child shall not be boarded out in a home in which, at the time when the child would first be placed in it, there would be, including the said child, more than five children resident ; and

(iv.) If a child be subsequently boarded out by persons other than the guardians in a home in which a child is boarded out by the guardians, and, including that child, there are already five children resident, the child boarded out by the guardians shall forthwith be withdrawn.

No. 3 (iv.) is a new regulation.

No. 4. A child shall not be boarded out with any person who is at the time, or who has been within twelve months preceding, in receipt of relief ; and if the foster-parent at any time become in receipt of relief, every child boarded out with him shall forthwith be withdrawn from him.

No. 5. In no case shall a child be boarded out with a foster-parent of a religious creed different from that to which the child belongs. The child's creed shall be ascertained from the creed register, if it be entered therein.

See the Creed Register Order of November 26th, 1868, following Art. 208 (1) of the Consolidated General Order, p. 118. Also the circular letter of the Local Government Board at p. 566 ; and the provisions of the Poor Law Amendment Act, 1868, p. 737.

31 & 32 Vict.
c. 122.

No. 6. A child shall not be boarded out with a person who has at any time been convicted of an offence which renders him unfit to be a foster-parent, and if a foster-parent be at any time convicted of any such offence, every child boarded out with him shall forthwith be withdrawn from him.

No. 7. A child shall not be boarded out with a person occupying or residing in a house or premises which are licensed for the sale of intoxicating liquors, and if a foster-parent at any time remove into a house or premises so licensed, or obtain any

such licence, every child boarded out with him shall forthwith be withdrawn from him.

Nos. 6 and 7 are new regulations.

No. 8. A child shall not be boarded out without a certificate, which shall be in the Form No. 5 in the schedule to this order, shall be signed by one of the medical officers of the poor law union from which the child is sent, shall state the particulars of the child's health, and shall be forwarded by the guardians to the boarding out committee.

FORM No. 5.

Poor Law Union.

I, the undersigned, having this day personally examined *C. D.*, aged _____ years, residing at _____, hereby certify that he is not suffering from any contagious or infectious disease, and that his bodily health is good [with the exception that * _____].

(Signed) _____
*A Medical Officer of the above-named
Poor Law Union.*

Dated this _____ day of _____ 19 ____.

* Here state the particulars of any exceptions.

No. 9. Before receiving a child to be boarded out with him, the foster-parent shall sign, in the Form No. 6 in the Schedule to this order, an undertaking in duplicate, one copy of which shall be kept by the foster-parent and the other copy by the guardians, and which shall, in addition to any other matter agreed upon, contain an engagement on the part of the foster-parent that, in consideration of a certain sum per week, he will bring up the child as one of his own children, and provide the child with proper food, lodging, and washing, and endeavour to train the child in habits of truthfulness, obedience, personal cleanliness, and industry; he will take care that the child shall attend duly at church or chapel according to the religious creed to which the child belongs, and shall duly attend school; he will provide for the proper repair and renewal of the child's clothing; in case of the child's illness, he will forthwith report the illness to the boarding out committee; he will at all times permit the child to be visited and the home to be inspected by any member of the committee, and by any person specially appointed for that purpose by the guardians or by us; and he will, upon the demand of a person duly authorised in writing by the boarding out committee or by the guardians, give up possession of the child.

FORM No. 6.—UNDERTAKING OF FOSTER-PARENT.

BOARDING OUT OF CHILD in a HOME beyond the limits of the POOR LAW UNION to which such child is chargeable.

 _____ Poor law union.
 _____ Boarding out committee.
 _____ Name of child.
 _____ Religious creed of child.
 _____ Name of foster-parent.

I, A. B., of _____ do hereby engage with the guardians of the above-named poor law union, in consideration of my receiving the sum of _____ per week, to bring up C. D., aged _____ years on the _____ day of _____ last, as one of my own children, and to provide h _____ with proper food, lodging, and washing, and to endeavour to train h _____ in habits of truthfulness, obedience, personal cleanliness, and industry; to take care that the child shall attend duly at church [or chapel*] and school; that I will provide for the proper repair and renewal of the child's clothing, and that, in case of the child's illness, I will forthwith report the illness to the above-named boarding out committee; and that I will at all times permit the child to be visited and the home to be inspected by any member of the boarding out committee, and by any person specially appointed for that purpose by the guardians or by the Local Government Board. I do also hereby engage, upon the demand of a person duly authorised in writing by the boarding out committee or by the guardians, to give up possession of the child.†

* Insert
 "church" or
 "chapel" ac-
 cording to the
 religious creed
 to which the
 child belongs.

Dated this _____ day of _____ 19 ____ .
Signature (in full) of foster-parent _____
Address of foster-parent _____
Witness to the signature of the foster-parent _____
Address of witness _____

† Any other
 matter which
 may be agreed
 upon may here
 be added.

N.B.—Communications to the boarding out committee to be addressed

No. 10. On the delivery of the child to the foster-parent, he shall give an acknowledgment in the Form No. 7 in the said Schedule.

FORM No. 7.

_____. Poor Law Union.

I, A. B., of _____, hereby acknowledge that I have this day received C. D., aged _____ years, from the guardians of the poor of the above-named poor law union, on the terms and conditions contained in the annexed undertaking; and that I have also received for the use of the said C. D. the articles of clothing set out in the list appended hereto.

Dated this _____ day of _____ 19 ____ .
 (Signed) _____
 Address _____
 (Witness) _____
 Address of Witness _____

LIST OF CLOTHING.

(Here set out the articles in detail.)

No. 11. In no case shall the sum to be paid to the foster-parent for the maintenance of a child, inclusive of lodging, but exclusive of clothing, school fees, fees for medical attendance, medicines, medical or surgical appliances, and extras ordered by a medical attendant, exceed five shillings per week.

This clause raises the maximum weekly sum payable from four shillings to five shillings.

"It will of course be understood that this alteration does not preclude any board of guardians from making such arrangements as may be practicable for securing the reception of boarded out children in homes at a charge lower than the new maximum allowed. The difference in the cost of living in various parts of the country should be taken into account by boards of guardians; and apart from this the sums agreed to be paid to a foster-parent may properly differ according to the ages of the children." (*Circ. Letter L. G. Bd., December 9th, 1905.*)

The article contains no limitation of the allowance to the foster-parent in respect of the repair and renewal of clothing. The sum to be paid will form the subject of agreement between the guardians and the boarding out committee.

The memorandum on boarding out issued by the Local Government Board in June, 1900, contains the following paragraph: "Great care should always be given to providing the children with good ordinary clothing. No child should be boarded out by the guardians without a suitable outfit, for the repair and renewal of which a quarterly allowance, not exceeding 10s., should be made to the foster-parents, through the committee, by the guardians. Anything resembling a workhouse uniform should be carefully avoided."

As to outfits for children sent to service, see the general order of July 10th, 1897, at p. 124.

No. 12.—(i.) A foster-parent shall not enter into a contract with a company or society or other body of persons, or with any person, or pay any money to a company, or society, or other body of persons, or to any person, for the purpose of insuring the payment to the foster-parent of a sum of money upon the illness or death of a child boarded out with him from a poor law union.

(ii.) Where the guardians or the committee have reason to believe that the foregoing prohibition has been infringed by a foster-parent in respect of a child boarded out with him from a poor law union, the guardians, or the committee, as the case may be, shall forthwith withdraw the child from the foster-parent.

This is a new regulation.

No. 13. A child shall not be boarded out in a home distant more than two miles from a public elementary school, the schoolmaster of which, in consideration of a weekly payment by the guardians to him after a rate not exceeding one penny

per week, undertakes to draw up and send to the guardians, at least once a quarter, a written report upon the child, in the Form No. 8 in the Schedule to this order.

FORM NO. 8.

School.		Report for the Quarter ending .					
Name of Child.	Age.	Name and Address of Foster-Parent.	Number of times School opens during the Quarter.	Attendances missed during the Quarter.	Alleged Causes of Absence.	Standard or Standards in which Child is now working.	Observations as to Appearance, Conduct, and Progress of Child, and any other remarks.

(Signature) _____
(Address) _____

Date _____

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above-mentioned be included in it.

No. 14. A child shall not be boarded out, except with our consent, in a home which, although within the parish or parishes specified in the written authority, is distant more than three miles by the nearest road of access from the residence of some member of the boarding out committee.

The distance specified in the former order was five miles. An exception to the new rule may, however, be made with the consent of the Local Government Board.

Art. 7.—(1) Every boarded out child and its home shall be visited not less often than once in every six weeks by a member of the boarding out committee, and the visitor shall, after the visit to the home, make a report in writing to the committee in the Form No. 9 in the Schedule to this order, and shall state in the report the apparent bodily condition and the behaviour of the child, and all such complaints made by or concerning the child, against or by the foster-parent, as in the opinion of the visitor should be brought to the knowledge of the committee.

The child may be visited away from its home, but the home itself must be visited at suitable intervals.

FORM No. 9.

_____. Boarding Out Committee.

REPORT OF THE VISITOR APPOINTED BY THE COMMITTEE IN RESPECT OF THE
 CHILD _____, AGE _____, RESIDING AT _____.

Name of Child	
Date of visit, and date of last previous visit	
What has been the state of the Child's health since the last visit ; and is it now in good bodily health ?	
Does the Child seem well fed ?	
Was the Child clean ?	
Was the Child well clothed ?	
Has the allowance for the Child's clothing been properly expended ?	
What has been the behaviour of the Child ?	
Have any complaints been made respecting the Child by the Foster-parent ?	
Has the Child made any complaints ?	
Do you think the Child has made satisfactory progress at School ?	
Are there evidences that the Child's moral and religious training are cared for by the Foster-parents ?	
Is the home training of the Child good ?	

FORM NO. 9—*continued.*

Does the Child attend regularly at Church (or Chapel) and Sunday School?	
Does the Child do any work? If so, what work?	
What is the sleeping accommodation for the Child?	
Has any change been made in the sleeping accommodation since the last Report?	
Has any change been made in the home since the last Report?	

GENERAL REMARKS.

Signature of Visitor.

At a meeting of the _____ boarding out committee held on the day of _____, 19____, the foregoing report was submitted thereto in accordance with Art. 7 of the Boarding Out Order, 1905, and it was ordered that the said report be forwarded to the guardians of the _____ Union.

Signature of Presiding Chairman or Secretary.

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above mentioned be included in it.

(2) The several reports made in pursuance of this Article shall be forwarded by the committee to the guardians not less often than quarterly.

(3) If in the case of a boarded out child no such report be received by the guardians for the space of four consecutive months, the guardians shall either provide for the visiting of the child and its home by an officer of the guardians at intervals of not more than

six weeks until reports on the child and its home are again received by them through the committee, or shall withdraw the child from the home with all reasonable expedition.

Art. 8.—(1) The clerk to the guardians of every poor law union from which a child is boarded out under the provisions of this order shall, as soon as practicable after the first day of April and the first day of October in every year, make a return to us, in the Form No. 10 in the Schedule to this order, of every child remaining so boarded out on those dates respectively.

FORM No. 10.
_____ Poor Law Union.

RETURN OF CHILDREN BOARDED OUT IN HOMES BEYOND THE LIMITS OF THE
POOR LAW UNION ON THE 1ST DAY OF APRIL [OR OCTOBER], 19 .

Name of Child. 1.	Age. 2.	Name of Foster- parent. 3.	Address of Foster- parent. 4.	Boarding out Com- mittee under whose superinten- dence the Child is boarded out. 5.	Date of first board- ing out. 6.	Date of Boarding out with present Foster-Parent, if there has been a change. 7.

Date _____ Clerk to the Guardians.

(2) The secretary to the boarding out committee shall make a return to us as soon as practicable after the first day of January and the first day of July in every year of every child remaining boarded out under the provisions of this order and under the supervision of the committee on those days respectively. Every such return shall be made according to the Form No. 11 in the Schedule to this order.

See also the provisions of Art. 3 (2).

FORM NO. 11.

RETURN TO THE LOCAL GOVERNMENT BOARD OF THE CHILDREN BOARDED
OUT UNDER THE SUPERVISION OF THE BOARDING OUT COM-
MITTEE ON THE 1ST DAY OF JANUARY [OR JULY], 19 , WITH THE
NAMES AND ADDRESSES OF THE FOSTER-PARENTS.

Name of Child.	Age.	Name and Address of Foster-Parent.	Poor Law Union to which chargeable.

(Signed) _____

Secretary of the Boarding Out Committee.

(Address) _____

Date _____

To the Secretary,

Local Government Board,

Whitehall, London, S.W.

Art. 9.—If we withdraw from a boarding out committee the authority to enter into arrangements with boards of guardians, the guardians who have made arrangements with the committee for the boarding out of pauper children shall, on receiving notice of the withdrawal of that authority, take back with all reasonable expedition all children boarded out in homes found by the said committee :

Provided that the foregoing requirement shall not apply in any case in which we declare that the withdrawal of authority from the committee shall not extend to children already boarded out under their superintendence, or in any case in which we do not so declare, but in which the guardians, with our approval, cause the children to be visited by one of their own officers at intervals of not more than six weeks.

Art. 10.—The guardians may pay the reasonable expenses incurred by them in conveying a child to and from the home in which the child is boarded out, and, in the case of a union, may charge the same to the common fund.

Art. 11.—Relief given under the provisions of this order by the guardians to a deserted child under the age of sixteen years may, if the guardians think fit, be given by way of loan to the parent of the child.

See notes to Art. 7 of the “Outdoor Relief Prohibitory Order,” p. 159.

Art. 12.—The guardians may, if they think fit, advance to the boarding out committee quarterly such sum as, in pursuance of the agreement made by the guardians with the committee, may reasonably be expected to be incurred by the committee during the ensuing quarter.

Art. 13.—Subject to the provisions of this order a boarding out committee duly formed under the provisions of the Boarding Out Order, 1889, or of any of the orders rescinded by that order, and in existence at the date of this order, shall, in so far as the authority of the committee extends at the date of this order, be deemed to have been duly constituted under the provisions of this order.

Art. 14.—Any arrangements made with our approval by the guardians of a poor law union with a boarding out committee, under the provisions of the Boarding Out Order, 1889, shall be deemed to be in force pending the making of arrangements under the provisions of this order.

Art. 15.—In any case in which the guardians of a poor law union are, at the date of this order, boarding out children under the provisions of the Boarding Out Order, 1889, it shall not be necessary, with regard to the children so boarded out, that fresh undertakings shall be entered into by the foster-parents under the provisions of this order; and any child may continue to be boarded out with the foster-parent with whom the child is boarded out at the date of this order, if no regulation in the Boarding Out Order, 1889, in pursuance of which the child was boarded out is thereby contravened, and for the purposes of this article the said order shall remain in force notwithstanding its rescission by this order.

Art. 16.—In this order—

The expression “guardians” means a board of guardians elected under the Poor Law Amendment Act, 1834, and the Acts amending the same, and includes a board of guardians or other body of persons performing under any local Act the like functions to a board of guardians under the Poor Law Amendment Act, 1834.

When applied to a legitimate child, the term “orphan child” means a child both of whose parents are dead; or one of whose parents is dead, the other being under sentence of

[4 & 5 Will.
IV. c. 76.]

penal servitude, or suffering permanently from mental disease, or being permanently bed-ridden or disabled and an inmate of a workhouse, or being out of England; and the term "deserted child" means a child deserted by both parents; or deserted by one parent, the other being dead, or under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled and an inmate of a workhouse, or being out of England; or a child one of whose parents is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England, the other parent being likewise in one of those conditions.

When applied to an illegitimate child, the term "orphan child" means a child whose mother is dead; and the term "deserted child" means a child deserted by its mother, or whose mother is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England.

The term "foster-parent" means the persons or person with whom any child is boarded out under the provisions of this order.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular, unless the contrary as to gender or number is expressly provided.

Art. 17.—This order may be cited as "The Boarding Out Order, 1905."

Here follows the Schedule, the forms in which are inserted in the foregoing pages after the Articles directing their use.

Given under the seal of office of the Local Government Board,
this Fourth day of December, in the year One thousand
nine hundred and five.

(L. s.)

G. W. BALFOUR.
President.

S. B. PROVIS,
Secretary.

FINANCIAL STATEMENT (STATUTORY).

NON-METROPOLITAN UNIONS AND SEPARATE PARISHES.

(The District Auditors Act, 1879.)

42 Vict. c. 6. IN consequence of the passing of the District Auditors Act, 1879, the Local Government Board issued general orders, dated April 25th and April 26th, 1879, prescribing the forms of the financial statement to be prepared and submitted to the district auditor in pursuance of s. 3 of the above named Act, and also prescribing the preparation of loan accounts in the form attached to each order.

The above orders, addressed respectively to the guardians of the several unions and of the separate parishes in England and Wales, were rescinded by the orders of April 28th and December 12th, 1890, which prescribed fresh forms of financial statements and loan accounts. The form for the Non-Metropolitan Financial Statement given in the schedule to the order of April 28th, 1890, was informally superseded by a new form issued in June, 1890, and this is annexed to the order given below.

In the circular letter of April 28th which accompanied the orders of April 25th and 26th, 1879, it is pointed out that the financial statement is to be submitted to the auditor at the conclusion of each half-yearly audit, but the loan account at the Lady Day audit only, and that "the financial statement prescribed by the general or other orders for accounts, as well as the annual poor rate return, must be transmitted to the Board as heretofore."

The letter also points out that "s. 2 of the Act (42 Vict. c. 6) provides that after March 25th last, all payments to district auditors out of any local rate shall cease, and the whole of their salaries and expenses shall be paid out of monies provided by Parliament, and that for the purpose of contributing towards the payment of such salary and expenses, there shall be charged on every local authority whose accounts are subject to audit by a district auditor, a stamp duty according to a scale based upon the amount of the expenditure included in the financial statement." . . . "It will be seen (the letter continues) that the financial statement, as prescribed by the Board, is not to include any sum paid to another local authority in pursuance of a precept, or any expenditure met by means of a loan, or borne by the Government and defrayed by Parliamentary grant."

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"The Act exempts the accounts of the overseers from its provisions, so that the cost borne by the guardians will cover the expense of auditing not only the union accounts but the overseers' accounts also."

“The following is the scale of stamp duties prescribed by the Act:—

“Where the total of the Expenditure comprised in the Financial Statement is										The sum shall be
Under £20	-	-	-	-	-	-	-	-	-	5s.
£20 and under	£50	-	-	-	-	-	-	-	-	10s.
£50	“	“	£100	-	-	-	-	-	-	£1
£100	“	“	£500	-	-	-	-	-	-	£2
£500	“	“	£1,000	-	-	-	-	-	-	£3
£1,000	“	“	£2,500	-	-	-	-	-	-	£4
£2,500	“	“	£5,000	-	-	-	-	-	-	£5
£5,000	“	“	£10,000	-	-	-	-	-	-	£10
£10,000	“	“	£20,000	-	-	-	-	-	-	£15
£20,000	“	“	£50,000	-	-	-	-	-	-	£20
£50,000	“	“	£100,000	-	-	-	-	-	-	£30
£100,000 and upwards	-	-	-	-	-	-	-	-	-	£50”

The letter also states that adhesive stamps bearing the words “District audit,” representing the values of 5s., 10s., 1l., 2l., and 5l., have been provided ; that where the duty exceeds 5l. an impressed stamp will be necessary, and that “any financial statement liable to duty above this amount will, on being presented to any distributor or sub-distributor, be forwarded by him free of expense to the Inland Revenue department, in order that it may be impressed with the required stamp.”

“Where any doubt is felt as to the amount of expenditure upon which the stamp is to be assessed, the affixing of the stamp may be postponed until the question has been submitted to the district auditor and determined by him.” (9 *Rep. L. G. Bd.*, 1879-80, pp. 41-3.)

The circular letter of April 30th, accompanying the order of April 28th, 1890, states that “in consequence of the provisions of the Local Government Act, 1888, and especially of those relating to the discontinuance of the Parliamentary grants and to the payments to be made under ss. 24 and 26 of the Act, it has been necessary to alter the form of financial statement,” and the Board request that the forms used under the order may be on foolscap paper of the usual size. (20 *Rep. L. G. Bd.*, 1890-91, p. 48.)

References in the forms to public health, school attendance and highways have been omitted, since boards of guardians no longer have to do with these matters.

The order of April 28th, 1890, is as follows:—

To the Guardians of the Poor of the several unions and separate parishes in England and Wales, except those wholly comprised in the administrative county of London;—

To the District Auditors for the time being authorised to audit the accounts of the said unions and separate parishes respectively;—

And to all others whom it may concern.

[42 Vict. c. 6.]

Whereas by s. 3 of the District Auditors Act, 1879, it is enacted as follows:—

[29 & 30 Vict.
c. 113.]

“Where the accounts of the receipts and expenditure of a local authority are audited by a district auditor, the local authority shall prepare and submit to the district auditor at every audit (other than an extraordinary audit, held in pursuance of sect. 6 of the Poor Law Amendment Act, 1866), a financial statement in duplicate in the prescribed form and containing the prescribed particulars; one of such duplicates shall have the stamp charged under this Act affixed thereon, and the auditor at the conclusion of the audit shall cancel that stamp, and certify on each duplicate, in the prescribed form, the amount in words at length of the expenditure so audited and allowed, and further, that the regulations with respect to such statement have been duly complied with, and that he has ascertained by the audit the correctness of the statement.”

And whereas we, the Local Government Board, by orders dated, respectively, the 25th day of April, 1879, and the 26th day of April, 1879, prescribed the forms of the financial statement to be prepared and submitted to the district auditor by the guardians of the poor of unions and separate parishes respectively;

And whereas it is expedient that a fresh form of financial statement should be prescribed as regards the several unions and separate parishes in England and Wales which are not wholly comprised in the administrative county of London, and that the said orders should be rescinded as regards those unions and parishes:

Now therefore, we hereby rescind the above-cited orders, so far as regards the unions and separate parishes in England and Wales which are not wholly comprised in the administrative county of London, and we hereby order and prescribe as follows with respect to each of those unions and separate parishes:—

Art. 1.—The financial statement to be prepared and submitted to the district auditor in duplicate by the guardians of the poor of each of the said unions and separate parishes as a local authority, in accordance with the provisions of the section above recited, shall, for the half-year ended the twenty-fifth day of March, one thousand eight hundred and ninety, and thenceforth, be in the Form A. in the schedule to this order, and shall contain the particulars therein specified or referred to so far as they are applicable, and except so far as we may assent to a departure from such form; and the certificate of the district auditor to be appended to each such duplicate shall be in the form set forth at the foot of the said statement.

Provided that if in any case the accounts of the said guardians for the half-year ended the twenty-fifth day of March, one thousand

eight hundred and ninety, are audited before the twenty-eighth day of May, one thousand eight hundred and ninety, the financial statement to be prepared in such case in respect of the accounts of the guardians for that half-year may be in the form prescribed in the above-cited order dated the twenty-fifth day of April, one thousand eight hundred and seventy-nine, or in the form prescribed in the above-cited order dated the twenty-sixth day of April, one thousand eight hundred and seventy-nine, according as the case may require.

And whereas it is expedient that certain information should from time to time be furnished to us with reference to loans obtained by the guardians of the poor of the said unions and separate parishes under the several statutes in that behalf :

Now therefore, in pursuance of the powers given to us, we hereby further order, with respect to each of the said unions and separate parishes, as follows :—

Art. 2.—The clerk to the guardians shall prepare at the close of each year ending at Lady Day a loan account, which shall be in the Form B. in the schedule to this order so far as it is applicable, and except so far as we may assent to a departure from such form, and which shall be submitted to the district auditor at the audit of the accounts for the half-year ending at that date.

Art. 3.—The district auditor shall transmit to the Local Government Board the said loan account, duly examined and signed by him, together with the stamped duplicate of the financial statement certified at the same audit as required by Art. 1 of this order.

Art. 4.—In this order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The expression “guardians of the poor” includes any governors, directors, acting guardians, vestrymen or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

SCHEDULE.

_____ Union
FINANCIAL STATEMENT

(Non-

"THE DISTRICT AUDITORS

Statement of Receipts and Expenditure by the Guardians of the Poor of the above-
the _____ *day of* _____ 18 ____.

RECEIPTS (POOR LAW).

RECEIPTS OTHER THAN FROM LOANS.					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Balance brought forward from last half-year, viz. :—					
In favour of Parishes - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Less against Parishes - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Less the following Balances, viz. :—					
Balance of Stock brought forward on the following Accounts, viz. :—					
Stone - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Firewood - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Oakum - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Farm - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Balances against other Unions on Non-settled Poor (Indoor and Outdoor) Account - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Net balance - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Overseers' Contributions - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Payments upon Auditor's Certificates (Parochial) - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
FROM THE COUNCIL OF ANY COUNTY OR COUNTY BOROUGH OUT OF THE EXCHEQUER CONTRIBUTION ACCOUNT IN RESPECT OF—					
Teachers in Poor Law Schools - -	- -	- -	- -	- -	- -
School Fees for Workhouse Children attending Public Elementary School outside Workhouse - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Registrars of Births and Deaths - -	- -	- -	- -	- -	- -
Lunatics - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Costs of Officers, and Drugs and Medi- cal Appliances (Section 26, Local Government Act, 1888) - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
OTHER COMMON FUND RECEIPTS :—					
Repayment of Relief on Loan - -	- -	- -	- -	- -	- -
From Relatives or Property of Paupers, or other Sources, in respect of—					
Lunatics - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
In-Maintenance - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Out-Relief - - - -	- - - -	- - - -	- - - -	- - - -	- - - -
Carried forward - - - -	- - - -	- - - -	- - - -	- - - -	- - - -

FORM A.

[or Parish].

(STATUTORY.)

METROPOLITAN.)

ACT, 1879" (42 VICT. c. 6).

named Union [or Parish], under the Poor Law Acts, for the half-year ended

EXPENDITURE (POOR LAW).

EXPENDITURE OTHER THAN OUT OF LOANS.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Net Balance against (if any) brought forward from last half-year, viz :—				
I.—EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH.				
COMMON CHARGES :—				
IN-MAINTENANCE (including Provisions, Clothing, Necessaries, Warming, Cleansing, Lighting, Apprentice Fees, Outfits, and Burials, but excluding Drugs and School Fees, and In-Maintenance charged to other Unions), at				
Workhouse - - - - -				
Separate Workhouse School - - - - -				
Infirmary - - - - -				
Vagrant Wards - - - - -				
Workhouses, etc., belonging to other Unions and Parishes - - - - -				
Drugs, Medicines, and Medical and Surgical Appliances - - - - -				
School Fees for Workhouse Children attending Public Elementary School outside Workhouse - - - - -				
In-Maintenance charged to other Unions - - - - -				
Other Expenses, specifying them :—				

OUT-DOOR RELIEF :—				
Out-door Relief within the Union, including Clothing, further Relief as School Fees, Apprentice Fees, and Burials - - - - -				
Non-resident Relief - - - - -				
Boarding-out of Children within the Union - - - - -				
" " beyond the Union - - - - -				
Drugs, Medicines, and Medical and Surgical Appliances - - - - -				
Non-settled Poor - - - - -				
Other Expenses, specifying them :—				

Carried forward - - - - -				

* The expenditure in these Establishments may be given in the aggregate when more convenient.

EXPENDITURE (POOR LAW)—*continued*.

EXPENDITURE OTHER THAN OUT OF LOANS— <i>contd.</i>			
	£ s. d.	£ s. d.	£ s. d.
Brought forward - - - -	- -		
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH— <i>contd.</i>			
LUNATICS :—			
Maintenance of Lunatics in—			
Asylums - - - - -			
Registered Hospitals and Licensed Houses -			
Fees for visiting Lunatics - - - - -			
Other Expenses connected with Lunatics, specifying them :—			

LOANS (Repayment of, and Interest) apportioned on the Common Fund basis :—			
Principal repaid - - - - -			
Interest (including Income Tax) - - - -			
UNION OFFICERS, ASSISTANTS AND SERVANTS :—			
Salaries (including Poundage, Wages, Uniforms, etc.) - - - - -			
Rations - - - - -			
Extra Medical Fees - - - - -			
Superannuation Allowances - - - - -			
OTHER EXPENSES OF OR IMMEDIATELY CONNECTED WITH RELIEF :—			
Purchases on the following Accounts, viz. :—			
Stone - - - - -			
Firewood - - - - -			
Oakum - - - - -			
Farm - - - - -			
Buildings—additions to, alterations and repairs of			
Furniture and Property - - - - -			
Rents, Rates, Taxes and Insurance - - -			
Stationery, Printing, Advertisements, etc. -			
Payments to other Local Authorities, specifying them :—			

Maintenance of Paupers in Hospitals, in Institutions for the Deaf, Dumb and Blind - -			
The like in Certified Schools - - - -			
Other Expenses, specifying them :—			

Carried forward - - - -	- -		

RECEIPTS (POOR LAW) *continued.*

RECEIPTS OTHER THAN FROM LOANS— <i>contd.</i>									
					£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward	-	-	-	-	-	-	-	-	-
SEPARATE PAROCHIAL RECEIPTS:—									
Rents of Property	-	-	-	-	-	-			
Sales of Property	-	-	-	-	-	-			
Dividends on Investments	-	-	-	-	-	-			
Sales of Investments	-	-	-	-	-	-			
From other Sources, specifying them:—									
					-	-			
					-	-			
					-	-			
					-	-			
					-	-			
TOTAL	-	-	-	-	-	-	-	-	-
Carried forward					-	-	-	-	-

EXPENDITURE (POOR LAW)—*continued.*

EXPENDITURE OTHER THAN OUT OF LOANS— <i>contd.</i>			
	£ s. d.	£ s. d.	£ s. d.
Brought forward - - - - -	- - -	- - -	- - -
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH— <i>contd.</i>			
SEPARATE CHARGES :—			
Principal of Loans repaid apportioned on the averages in force when Loan was obtained -	- - -	- - -	- - -
Interest (including Income Tax) - - -	- - -	- - -	- - -
Principal of Loans repaid apportioned upon rateable value - - - - -	- - -	- - -	- - -
Interest (including Income Tax) - - - - -	- - -	- - -	- - -
Other Expenses, specifying them :—	- - -	- - -	- - -
TOTAL - - - - -			
Less value of Stock transferred to In-maintenance, etc. - - -	- - -	- - -	- - -
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH	- - -	- - -	- - -
II.—EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR.			
COMMON CHARGES :—			
Registration Expenses (including provision of Register Office) - - - - -	- - -	- - -	- - -
Vaccination Fees and Expenses - - - - -	- - -	- - -	- - -
Payments to other Local Authorities, specifying them :—	- - -	- - -	- - -
Other Payments, specifying them :—	- - -	- - -	- - -
SEPARATE CHARGES :—			
School Fees for non-pauper Children - - - - -	- - -	- - -	- - -
Payments to other Local Authorities, specifying them :—	- - -	- - -	- - -
To the County Council of Rates for County	- - -	- - -	- - -
Other Payments, specifying them :—	- - -	- - -	- - -
TOTAL EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR - - - - -			
Carried forward - - - - -	- - -	- - -	- - -

FINANCIAL STATEMENT (STATUTORY).

RECEIPTS (POOR LAW)—*continued.*

RECEIPTS OTHER THAN FROM LOANS— <i>contd.</i>					
	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>
Brought forward - - -	- - -	- - -	- - -	- - -	- - -
TOTAL RECEIPTS OTHER THAN FROM LOANS (POOR LAW) - - - - -	- - -	- - -	- - -	- - -	- - -

EXPENDITURE (POOR LAW)—*continued*.

MEMORANDUM.

The amounts included above which were expended on the relief of Paupers chargeable to other Unions were as follows :—*

Name of Union.	In-Maintenance.	Out-door Relief.	Maintenance of Lunatics.	Other Charges.	Total.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Total - -					

EXPENDITURE OTHER THAN OUT OF LOANS— <i>contd.</i>		£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - - - - -		- - -	- - -		
III.—EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR.					
COMMON CHARGES :—					
Legal Proceedings - - - - -					
Union Assessment Expenses - - - - -					
Election of Guardians - - - - -					
Emigration - - - - -					
Subscriptions to Hospitals, Institutions, etc. -					
Cost of Audit Stamp - - - - -					
Payments to other Local Authorities, specifying them :—					

Other payments, specifying them :—					

SEPARATE CHARGES :—					
Contested Elections of Guardians - - - - -					
Salaries or Remuneration of Collectors of Poor Rate and Assistant Overseers appointed by Guardians - - - - -					
Superannuations of Parochial Officers - - - - -					
Assessment or Valuation Expenses - - - - -					
Other Payments, specifying them :—					

TOTAL EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR.					
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (POOR LAW) - - - - -					

* The money paid for maintenance of Paupers chargeable to the Union, but relieved in Workhouses belonging to other Unions, should be entered under the head of In-maintenance.

EXPENDITURE (POOR LAW)—*continued.*

TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (POOR LAW).	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward	-	-	-	-
Balances (if any) at end of half-year, viz. :—				
In favour of Parishes - - -	-	-	-	-
Less against Parishes - - -	-	-	-	-
Less the following Balances, viz. :—				
Balances of Stock at end of half-year				
on the following Accounts, viz.:—				
Stone - - - -	-	-	-	-
Firewood - - - -	-	-	-	-
Oakum - - - -	-	-	-	-
Farm - - - -	-	-	-	-
Balances against other Unions on Non-settled Poor (In-door and Out-door) Account - - -	-	-	-	-
Net Balance - - - -	-	-	-	-
TOTAL - - - -	-	-	-	-

LOANS.

EXPENDITURE.

EXPENDITURE.			
EXPENDITURE OUT OF LOANS.			
POOR LAW.	£ s. d.	£ s. d.	£ s. d.
Expended in respect of—			

Total Expenditure out of Loans (Poor Law) - - -	-	-	-
Balance at end of half-year - - - -	-	-	-
TOTAL - - - -	-	-	-

SUMMARY OF THE RECEIPTS AND EXPENDITURE SHOWN IN THE FOREGOING STATEMENTS.

RECEIPTS OTHER THAN FROM LOANS.							£ s. d.		£ s. d.	
Poor Law				
RECEIPTS FROM LOANS.										
Poor Law				
Total Receipts										
EXPENDITURE NOT DEFRAID OUT OF LOANS.										
Poor Law				
EXPENDITURE DEFRAID OUT OF LOANS.										
Poor Law				
Total Expenditure										

DEDUCT :—

Payments under precept to other Local Authorities, viz.,—

NET EXPENDITURE ON WHICH STAMP DUTY IS PAYABLE.

Clerk to the Guardians.

I hereby certify that I have compared the entries in this Financial Statement with the Vouchers and other Documents relating thereto, and that the Regulations with respect to such Statement have been duly complied with.

I hereby further certify that I have ascertained by Audit the correctness of such Statement, and that the expenditure of the Guardians during the half-year ended the day of , 189 , included in such Statement and allowed by me at the Audit is

As witness my hand this day of , 189 .

Stamp.

District Auditor.

FORM B. LOAN ACCOUNT.

Union [*or* Parish].

Statement with reference to Loans obtained by the Guardians of the Poor of the above-named Union [*or* Parish] under the Poor Law.

Year ended the 25th day of March, 18—.

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	16.	17.	18.	19.
Amount sanctioned.	Date of Sanction.	Amount originally borrowed.	Date of original borrowing.	For what object.	For what period.	Rate of Interest.	Mode of Repayment, whether by Annuity, or otherwise.	Amount of Principal owing at the commencement of the Year.	Principal repaid during the Year otherwise than by sinking fund.	Amount of Interest paid during the Year.	Amount of Principal owing at the end of the Year.	Rate of Interest on which Fund is based.	Amount set apart during the Year.	Amount taken out during the Year, and applied to Repayment of Principal.	Total Sum in Fund at end of Year.	Un- Invested.	Securities in which Fund is invested.	Rate of Interest payable thereon.
£		£		POOR LAW.		£		£ s. d.	£ s. d.	£ s. d.	£ s. d.	£	£ s. d.	£ s. d.	£ s. d.	£ s. d.		£

Clerk to the Guardians.

day of 18—.

Examined by me in connection with the Financial Statements (Statutory) for the half-years ended the 29th day of September, 18—, and the 25th day of March, 18—, and with the Loan Account for the year preceding the year to which this Account relates, and found correct.

District Auditor.

day of 18—.

Note.—Explanatory notes should be appended to this Account in all cases where the outstanding balance of Loan has been temporarily increased by re-borrowings which had not been devoted to the repayment of Loans prior to the close of the year, or where the balance has been temporarily reduced by repayments out of current Rates pending re-borrowings. The amount of this increase or decrease should be clearly stated in the notes.

Given under the seal of office of the Local Government Board,
this twenty-eighth day of April in the year one thousand
eight hundred and ninety.

(L. S.)

CHAS. T. RITCHIE,

President.

HUGH OWEN,

Secretary.

GENERAL ORDER.—APPOINTMENT OF DISTRICT NURSES BY BOARDS OF GUARDIANS.

[JANUARY 27TH, 1892.]

To the Guardians of the Poor of the several unions and separate parishes for the time being in England and Wales ;—
And to all others whom it may concern.

Whereas by certain general and other orders the Poor Law Commissioners, the Poor Law Board, and we, the Local Government Board, have from time to time prescribed regulations in regard to the administration of relief in the several unions and separate parishes in England and Wales, and as to the appointment, remuneration and duties of officers of such unions and separate parishes ; and whereas it is expedient that the said guardians should be empowered, subject to the regulations hereinafter contained, to appoint nurses to attend upon the sick poor relieved by the guardians out of any workhouse :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby order as follows :—

Art. 1.—The guardians of the poor of any union or separate parish in England or Wales may from time to time as they may think fit, with our approval, appoint one or more persons to act as nurse or nurses of the sick poor relieved by the guardians out of any workhouse, such persons to be termed district nurses.

The Board think “ that in the majority of cases the sick poor can be best treated in properly equipped infirmary wards, and that it can only be under exceptional circumstances that a sick pauper, whose illness is of such a character as to require that the services of a nurse should be provided by the guardians, can with propriety be relieved at home.

“ At the same time it appears to them, that where circumstances render it desirable, the nurses employed in such attendance should be duly appointed officers of the guardians, having recognised qualifications for the position, and being subject in the performance of their duties to the control of the guardians.”
(*Circ. Letter, February 1st, 1892, 22 Rep. L. G. Bd., p. 8.*)

Art. 2.—The provisions in force in the union or separate parish applicable to the mode of appointment, remuneration and tenure of office of a nurse at any workhouse shall apply to any district nurse appointed under the provisions of this order.

See the Consolidated General Order, July 24th, 1847, Arts. 153-6, 172, 188, etc., *ante*, pp. 77, 88, 94.

Art. 3.—No person shall be appointed to the office of district nurse who has not undergone, for one year at the least, a course of instruction in the medical and surgical wards of a hospital or infirmary being a training school for nurses and maintaining a resident physician or house surgeon.

“A longer training than one year would seem desirable, although the Board have not deemed it expedient to insist upon it as an indispensable condition.

“It is evident, apart from the qualification fixed by the order, that special personal qualifications are necessary for the office. It must, for instance, be remembered that the circumstances attending the nursing of the sick in hospitals or infirmaries, which are furnished and adapted for the express purpose of the proper treatment of the sick, differ materially from those which obtain in the homes of the poor; and consequently the Board think it very expedient that boards of guardians, in making an appointment under the order, should, where possible, secure the services of some person who has already had experience in nursing the sick poor in their own homes. Moreover, having regard to the peculiar and responsible nature of the office, it is essential that the guardians should thoroughly satisfy themselves that any person proposed to be appointed as a district nurse is of good moral character.” (*Circ. Letter, February 1st, 1892, l. c.*)

Art. 4.—The duties to be performed by a district nurse shall be—

1. To attend duly and punctually as a nurse upon any poor person or persons in receipt of medical relief when directed by the guardians, or upon receipt of a written or printed order from any relieving officer in any case in which such officer may be authorised, by regulations to be prescribed by the guardians, to give such order.
2. To obey any directions of the district medical officer in attendance upon any poor person in regard to the nursing and treatment of such person.
3. To keep a record, in such form and containing such particulars as may be prescribed by the guardians, in regard to cases which she attends.
4. To perform such other duties in relation to her office as the guardians may from time to time direct.

Art. 5.—No district nurse shall undertake the duties of a midwife.

Art. 6.—Subject to the provisions of this order, the guardians of any union or separate parish by whom any district nurse is appointed under this order shall make regulations in regard to—

1. The duties of a district nurse.
2. The duties of any district medical officer or relieving officer in relation to the office of district nurse or to any person holding that office.

3. Any other matters which may from time to time appear necessary for the efficient performance of the duties of any district nurse.

The circular letter already referred to (February 1st, 1892) gives minute suggestions as to the points with which such regulations should deal.

Art. 7.—In this order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The expression “guardians of the poor” includes any governors, directors, acting guardians, vestrymen or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board,
this twenty-seventh day of January, in the year one
thousand eight hundred and ninety-two.

(L. S.)

CHARLES T. RITCHIE,
President.

S. B. PROVIS,
Assistant Secretary.

GENERAL ORDER.—INSTRUCTION OF CHILDREN IN WORKHOUSES AND IN SEPARATE AND DISTRICT SCHOOLS.

[JANUARY 30TH, 1897.]

With respect to this order, see Art. 114 of the Consolidated General Order, p. 52. The regulations do not apply to any child who is receiving instruction at a public elementary school.

To the Guardians of the Poor of the several poor law unions for the time being in England and Wales;—

[7 & 8 Vict.
c. 101.]

To the Boards of Management of the several district schools formed under the Poor Law Amendment Act, 1844, and the Acts amending the same;—

And to all others whom it may concern.

[7 & 8 Vict.
c. 101.]

Whereas by certain general and other orders issued by the Poor Law Commissioners, the Poor Law Board, and by us, the Local Government Board, provision has from time to time been made as regards the instruction and school attendance of children in the workhouses and separate workhouse schools of poor law unions in England and Wales, and in district schools provided by boards of management constituted under the provisions of the Poor Law Amendment Act, 1844, and the Acts amending the same;

And whereas it is expedient that further provision as hereinafter mentioned should be made in regard to the instruction and school attendance of children in workhouses, separate workhouse schools, and district schools:

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows:—

Art. 1.—From and after the first day of March, one thousand eight hundred and ninety-seven, the following regulations shall apply to all children who are inmates for the time being of any workhouse or any poor law school as defined by this order; and from and after the said date any provision in any of the orders above referred to which is inconsistent with this order shall be rescinded.

Provided that these regulations shall not apply to any child who is receiving instruction at a public elementary school.

Art. 2.—Except on Sundays, Christmas Day, and Good Friday, and during the holidays fixed by the board of guardians or board of management, as the case may be, including any day fixed as a weekly holiday, and subject as hereinafter mentioned in Art. 3, every child in good health between the ages of three and seven years shall receive, during the ordinary school hours, at least three hours of instruction in every day, and every child in good health between the ages of seven and fourteen years shall receive, during the ordinary school hours, at least four hours of instruction in every day: Provided—

- (1.) That, if two half-days shall have been fixed as weekly half-holidays instead of one whole day as a weekly holiday, every child shall on such days receive instruction for half the time only herein-before prescribed by this article.
- (2.) That instruction shall be given, in the case of children between the ages of three and seven years, in equal periods in the morning and afternoon, or during not less than two hours in the morning and one hour in the afternoon, and in the case of children between the ages of seven and fourteen years in equal periods in the morning and afternoon, or during not less than three hours in the morning and one hour in the afternoon.
- (3.) That of the time occupied in any week in the instruction in needlework which may be included in the instruction of girls, at least two-thirds shall be occupied in plain needlework, knitting, and cutting-out and making garments, and not more than one-third in mending.

Art. 3.—A child over the age of eleven [now twelve] years, or such older age as may hereafter be fixed by law as the age at which a child may obtain partial exemption from the obligation to attend school, who shall have passed the fourth standard of examination under the code of regulations of the Education Department for the time being in force, may be withdrawn from instruction during half of the time for which under Art. 2 such instruction is to be received; but no child shall be entirely withdrawn from instruction unless such child shall have attained the age of fourteen years.

The Elementary Education (School Attendance) Act, 1893, provided as follows:—

“Sect. 1. The age at which a child may, in pursuance of any byelaw made under the Elementary Education Acts, 1870 to 1891, obtain total or partial exemption from the obligation to attend school, on obtaining a certificate as to the standard of examination which he has reached, shall be raised to *eleven*, . . . and in s. 74 of the Elementary Education Act, 1870, *eleven* shall be substituted for ten.

56 & 57 Vict.
c. 51.

“Sect. 2. If any person takes a child into his employment in such manner as to prevent the child from attending school in accordance with the byelaws

33 & 34 Vict.
c. 75.

39 & 40 Vict.
c. 79.

for the time being in force in the district in which the child resides, he shall be deemed to take the child into his employment in contravention of the Elementary Education Act, 1876, and shall be liable to a penalty accordingly."

The amending Act of 1899 (62 & 63 Vict. c. 13) substitutes twelve for eleven, and provides that "the local authority for any district may, by byelaw for any parish within their district, fix thirteen years as the minimum age for exemption from school attendance in the case of children to be employed in agriculture, and that in such parish such children over eleven and under thirteen years of age who have passed the standard fixed for partial exemption from school attendance by the byelaws of the local authority, shall not be required to attend school more than two hundred and fifty times in any year"; and also "that a child shall be entitled to obtain partial exemption from school attendance on attaining the age of twelve years if such child has made three hundred attendances in not more than two schools during each year for five preceding years, whether consecutive or not."

Art. 4.—In every case where a child may be receiving instruction for half only of the time fixed for the ordinary school hours, the attendance of such child for the purposes of instruction shall be for not less than two consecutive hours; provided that if two half-days shall have been fixed as weekly half-holidays instead of one whole day as a weekly holiday, the attendance of the child on such days shall be for not less than one undivided hour.

"The Board may observe that they consider it very desirable that in the case of children who attend school half-time, the school attendance should be in the morning and the industrial training in the afternoon, when the arrangements will admit of this." (*Circ. Letter, February 1st, 1897, 27 Rep. L. G. Bd., p. 5.*)

Art. 5.—(1.) No child under the age of eleven years shall be employed in industrial training or manual or industrial work for more than one hour in any day.

(2.) No child over the age of eleven years receiving instruction for the whole time required by Art. 2 shall be employed in industrial training or manual or industrial work for more than three hours in any day.

(3.) No child who may be receiving instruction for half only of the time fixed for the ordinary school hours shall be employed in industrial training or manual or industrial work for more than five hours in any day.

(4.) No child wholly withdrawn from instruction shall be employed in industrial training or manual or industrial work for more than eight hours in any day.

Art. 6.—The time in every case for attendance at classes for instruction may include an interval for recreation of not more than fifteen minutes in an attendance of three hours, and of not more than ten minutes in an attendance of a shorter period of time. An attendance of two hours or more shall include an interval for recreation of not less than ten minutes.

Art. 7.—The board of guardians or board of management shall cause the children in the workhouse or poor law school to receive the religious instruction required by the orders in force in the poor law union or district, and the time occupied in such instruction shall not be included in the time occupied in instruction in pursuance of this order.

See Arts. 114 and 122 of the Consolidated General Order, pp. 52 and 62; the Religious Instruction of Orphans in Workhouses Order, August 23rd, 1859, following Art. 208 (1) of the former order, p. 119; and as to religious instruction generally, p. 733.

Art. 8.—The board of guardians or board of management, as the case may be, shall fix one day in each week as a weekly holiday, or two half-days in each week as weekly half-holidays, and may, if they think fit, cause the school to be closed for all purposes of instruction for a period not exceeding six weeks, inclusive of public holidays, in any year, or for periods not exceeding in the whole six weeks in the year, for holidays, in addition to the weekly holiday or half-holidays.

Art. 9.—The board of guardians or board of management, as the case may be, shall prepare separate time tables for the infants, boys and girls, in which shall be stated the division of each day of the week, except Sunday, into the hours of instruction, religious instruction, industrial training, manual or industrial work, recreation and meals for the children. The hours of religious instruction on Sunday, and the weekly holiday or half-holidays, shall also be entered. Each time table shall be hung up in some conspicuous place where it will be open to the inspection of the children to which it relates.

Art. 10.—Nothing in this order shall be deemed to relieve any board of guardians or board of management or any child from any duty or liability imposed by the Elementary Education Acts, or by any byelaws made under those Acts and in force in the school district in which the workhouse or poor law school is situate.

Art. 11.—In this order the expression “poor law school” includes any school belonging to a poor law union which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises or, being separate from the workhouse, are situated either within or without the limits of the poor law union; or any district school belonging to a board of management formed under the Poor Law Amendment Act, 1844, and the Acts amending the same; the expression “instruction,” except in the term “religious instruction,” means instruction in any of the subjects for which grants may be made under the code of

regulations of the Education Department for the time being in force except cookery, laundry work, dairy work or cottage gardening.

Given under the seal of office of the Local Government Board,
this thirtieth day of January, in the year one thousand
eight hundred and ninety-seven.

(L. S.)

HENRY CHAPLIN,
President.

HUGH OWEN,
Secretary.

GENERAL ORDER.—NURSING OF THE SICK IN WORKHOUSES.

[AUGUST 6TH, 1897.]

The articles of this order have been inserted in appropriate positions in the Consolidated General Order, but for convenience of reference the order is here printed as a whole.

To the Guardians of the Poor of the several poor law unions for the time being in England and Wales ;—

And to all others whom it may concern.

Whereas by certain general and other orders the Poor Law Commissioners, the Poor Law Board, and the Local Government Board have made rules and regulations with regard to the government of the workhouses of the said several poor law unions, the nursing of the sick poor relieved therein, and as to the appointment of persons to certain offices therein, including the office of nurse and the qualification, remuneration, and duties of such persons ;

And whereas it is expedient that further provision should be made in the matter as hereinafter mentioned :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby order that, from and after the twenty-ninth day of September, one thousand eight hundred and ninety-seven (hereinafter referred to as "the commencement of this order"), the following regulations shall, except in so far as we may assent to a departure therefrom, be in force in the said several poor law unions :—

Art. 1.—(1.) Notwithstanding anything contained in any of the orders above referred to, no pauper inmate of the workhouse shall be employed to perform the duties of a nurse in the sick or lying-in wards of the workhouse, or be otherwise employed in nursing any pauper in the workhouse who requires nursing.

(2.) No pauper inmate of the workhouse shall be employed as an attendant in the sick or lying-in wards of the workhouse, or upon any pauper in the workhouse who requires nursing, unless such inmate shall be approved by the medical officer of the workhouse for the purpose, and shall act under the immediate supervision of a paid officer of the guardians.

Art. 2.—No person shall be appointed by the guardians to the office of nurse or assistant nurse in the workhouse without having had such practical experience in nursing as may render him or her a fit and proper person to hold such office :

Provided that this article shall not apply in the case of a female assistant nurse in a workhouse where there is a superintendent nurse as required by Art. 3 of this order.

Art. 3.—(1.) Where at the commencement of this order the staff of female nurses and assistant nurses in the workhouse consists of three or more persons, the guardians shall either appoint a superintendent nurse, or, with our consent, direct that one of the nurses shall be a superintendent nurse.

(2.) Where at the commencement of this order there is not a staff of three female nurses and assistant nurses in the workhouse, but the guardians subsequently propose that there should be such a staff, and also where any superintendent nurse ceases to hold office, the guardians shall appoint a superintendent nurse.

(3.) Any superintendent nurse appointed after the commencement of this order shall, unless we dispense with the requirement, be a person qualified for the appointment by having undergone, for three years at least, a course of instruction in the medical and surgical wards of any hospital or infirmary being a training school for nurses, and maintaining a resident physician or house surgeon.

Art. 4.—(1.) It shall be the duty of the superintendent nurse to superintend and control the other nurses and assistant nurses in the workhouse in the performance of their duties, but such superintendence and control shall, in all matters of treatment of the sick, be subject to the directions of the medical officer of the workhouse, and in all other matters to the directions of the master or matron of the workhouse, so far as the orders in force in the poor law union and the lawful directions of the guardians may require or permit.

(2.) The provisions of the orders in force in the poor law union applicable to the mode of appointment, remuneration and tenure of office of a nurse at the workhouse shall apply to every superintendent nurse appointed under this order :

Provided that no such superintendent nurse shall be dismissed without our consent.

Art. 5.—If in an emergency it appears to the medical officer of the workhouse that the employment of a temporary nurse is required for the proper treatment of any case or cases in the workhouse, and he informs the master of the workhouse in writing accordingly, it shall be the duty of the master to engage a person to act as nurse

until the next meeting of the guardians, and the guardians shall pay the reasonable remuneration of the person so engaged :

Provided that where there is no superintendent nurse appointed under Art. 3 of this order, no person shall be engaged under this article without having had such practical experience in nursing as may render him or her a fit and proper person to hold the office of nurse.

Art. 6.—This order shall not apply to any infirmary or school which is under administration separate from the workhouse.

This order may be cited as “The Nursing in Workhouses Order, 1897.”

Given under the seal of office of the Local Government Board, the sixth day of August, in the year one thousand eight hundred and ninety-seven.

(L. S.)

HENRY CHAPLIN,
President.

HUGH OWEN,
Secretary.

The several articles of this order are inserted after Arts. 99, 153 and 207 of the Consolidated General Order.

THE GUARDIANS (OUTSIDE LONDON) ELECTION ORDER, 1898.

[DATED JANUARY 1ST, 1898.]

General Order.

Guardians (outside London).

Rules as to Nomination and Election.

To the County Council of every administrative county in England and Wales;—

To the Mayor, Aldermen, and Burgesses of every county borough in England and Wales;—

To the Board of Guardians of every poor law union in England and Wales which is co-extensive with or contains an urban parish;—

To the Clerk to the Guardians of every such poor law union as aforesaid;—

To the Clerk to the District Council of every urban district other than a borough;—

And to all others whom it may concern.

[56 & 57 Vict.
c. 73.]

Whereas by s. 20 of the Local Government Act, 1894, which is included in Part II. of that Act, it is, amongst other things, enacted as follows:—

“ 20. As from the appointed day the following provisions shall apply to boards of guardians:—

* * * * *

“ A person shall not be qualified to be elected or to be a guardian for a poor law union unless he is a parochial elector of some parish within the union, or has during the whole of the twelve months preceding the election resided in the union, or in the case of a guardian for a parish wholly or partly situate within the area of a borough, whether a county borough or not, is qualified to be elected a councillor for that borough, and no person shall be disqualified by sex or marriage for being elected or being a guardian. So much of any enactment, whether in a public general or local and personal Act, as relates to the qualification of a guardian shall be repealed;

“(3.) The parochial electors of a parish shall be the electors of the guardians for the parish, and, if the parish is divided into wards for the election of guardians, the electors of the guardians for each ward shall be such of the parochial electors as are registered in respect of qualifications within the ward;

- “(4.) Each elector may give one vote and no more for each of any number of persons not exceeding the number to be elected ;
 “(5.) The election shall, subject to the provisions of this Act, be conducted according to rules framed under this Act by the Local Government Board.”

And whereas by s. 30 of the said Act, which is included in Part II. thereof, it is enacted as follows :—

“30. The provisions of this part of this Act respecting guardians shall apply to the administrative county of London and to every county borough.”

And whereas by s. 48 of the said Act it is, amongst other things, enacted as follows :—

“48.—(2.) Rules framed under this Act by the Local Government Board in relation to elections shall, notwithstanding anything in any other Act, have effect as if enacted in this Act, and shall provide, amongst other things,—

- “(i.) for every candidate being nominated in writing by two parochial electors as proposer and seconder and no more ;
 “(ii.) for preventing an elector at an election for a union or for a district not a borough from subscribing a nomination paper or voting in more than one parish or other area in the union or district ;

* * * * *

“(iv.) for fixing or enabling the county council to fix the day of the poll and the hours during which the poll is to be kept open, so, however, that the poll shall always be open between the hours of six and eight in the evening ;

“(v.) for the polls at elections held at the same date and in the same area being taken together, except where this is impracticable ;

“(vi.) for the appointment of returning officers for the elections.”

“(3.) At every election regulated by rules framed under this Act, the poll shall be taken by ballot, and the Ballot Act, 1872, and the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, and sections seventy-four and seventy-five and Part IV. of the Municipal Corporations Act, 1882, as amended by the last-mentioned Act (including the penal provisions of those Acts) shall, subject to adaptations, alterations and exceptions made by such rules, apply in like manner as in the case of a municipal election. Provided that—

[35 & 36 Vict.
 c. 33.
 47 & 48 Vict.
 c. 70.
 45 & 46 Vict.
 c. 50.]

“(a) section six of the Ballot Act, 1872, shall apply in the case of such elections, and the returning officer may, in addition to using the schools and public rooms therein referred to free of charge, for taking the poll, use the same, free of charge, for hearing objections to nomination papers and for counting votes ; and

“(b) section thirty-seven of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, shall apply as if the election were an election mentioned in the first schedule to that Act.

“(4.) The provisions of the Municipal Corporations Act, 1882, and the enactments amending the same, with respect to the expenses of elections of councillors of a borough, and to the acceptance of office, . . . re-eligibility of holders of office, and the filling of casual vacancies, and section fifty-six

of that Act shall, subject to the adaptations, alterations and exceptions made by the said rules, apply in the case of guardians. . . .

Provided that—

* * * * *

“(b) nothing in the enactments applied by this section shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election ; and

“(c) the rules may provide for the incidence of a charge for the expenses of the elections of guardians being the same as heretofore.”

And whereas by the Guardians Outside London (Additional Guardians) Election Order, 1895, and the Guardians (Outside London) Casual Vacancies Election Order, 1895, we prescribed rules for the first election of any additional guardians for any urban parish in England and Wales, and the first election of a guardian or guardians to be appointed for any urban parish which might thereafter be constituted, and for every election to be held to fill a casual vacancy in the office of guardian in any urban parish in England and Wales :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us in that behalf, do hereby rescind the said Guardians Outside London (Additional Guardians) Election Order, 1895, and the said Guardians (Outside London) Casual Vacancies Election Order, 1895, except as regards any election the proceedings in respect of which have been already commenced ;

And we do hereby order that, subject to any directions which may be given by us, and until we otherwise order, the following rules shall apply to, and shall be observed in connection with, elections of guardians as herein-after set forth ; that is to say—

- (a) the election held in any year to fill any ordinary vacancies in the guardians for any urban parish in England and Wales;
- (b) the first election of any additional guardians for any such urban parish or parishes, and the first election of a guardian or guardians to be elected for any such urban parish which may hereafter be constituted ; and
- (c) every election which may be held to fill a casual vacancy in the office of guardian in any such urban parish.

RETURNING OFFICER.

1.—(1.) The clerk to the guardians of the poor law union in which the parish is situate or with which it is co-extensive shall be the returning officer.

(2.) If the clerk is unwilling to act as returning officer, or if the office of clerk is vacant at the time when any duty relative to the election has to be performed by the returning officer, or if the clerk

from illness or other sufficient cause is unable to perform such duty, the guardians shall appoint some other person to act as returning officer or to perform such of the duties of the returning officer as then remain to be performed, as the case may be.

(3.) The returning officer shall appoint some place within the union or in the neighbourhood thereof as an office for the purpose of the election.

(4.) Subject to the provisions of Rule 13, the returning officer may, in writing, appoint one or more fit persons to be his deputy or deputies for all or any of the purposes relating to the election of guardians, and shall appoint such a deputy in the case and for the purposes mentioned in Rule 21 (1) of this Order. A deputy returning officer, whether appointed under this Rule or by Rule 13, shall have all the powers, duties and liabilities of the returning officer in relation to the matters in respect of which he is deputy.

DAY OF ELECTION.

2.—(1.) The day of the election of guardians in the parish shall be that prescribed or defined for the purpose by the first schedule to this order.

(2.) Provided that in any urban district other than a borough, the day of the election of guardians and of urban district councillors shall be the same.

FIRST SCHEDULE.

A.—TIMES FOR THE PROCEEDINGS AT THE ORDINARY ELECTION OF GUARDIANS IN ANY YEAR.

Proceeding.	Time.
1. Notice of Election	Not later than the second Friday in March, or, if the first Monday in April is Easter Monday, the first Friday in March.
2. Receipt of Nomination Papers ...	Not later than twelve o'clock at noon on the following Thursday.
3. Sending notice of decision as to validity of Nomination Papers.	Not later than the following Friday.
4. Making out Statement as to persons nominated.	Not later than the following Saturday.
5. Withdrawal of Candidates	Not later than twelve o'clock at noon on the following Tuesday.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election	The first Monday in April, or, if that is Easter Monday, the last Monday in March; or, in either case, such other day not being earlier than the preceding Saturday, or later than the following Wednesday, as may for special reasons be fixed by the County Council.

B—TIMES FOR PROCEEDINGS AT FIRST ELECTIONS OF GUARDIANS, OR AT ELECTIONS TO FILL CASUAL VACANCIES, IF NOT HELD AT THE TIME OF THE ORDINARY ELECTION.

Proceeding.	Time.
1. Notice of Election	Not later than fourteen days before day of Election.
2. Receipt of Nomination papers ...	Not later than twelve o'clock at noon on the fourth day after the day on which the Notice of Election was given.
3. Sending notice of decision as to validity of Nomination Papers ...	Not later than the day after the last day for the receipt of Nomination Papers.
4. Making out Statement as to persons nominated	
5. Withdrawal of Candidates	Not later than twelve o'clock at noon on the fourth day after the last day for the receipt of Nomination Papers.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election	In the case of First Elections :— Such day as may be fixed by the Returning Officer, but so that, subject to any special provision in the Order assigning any additional Guardians or constituting the new Parish, as the case may be, it shall not be later than six weeks from the date when such Order comes into operation. In the case of Elections to fill Casual Vacancies :— Such day as may be fixed by the Clerk to the Guardians, in pursuance of section 66 of the Municipal Corporations Act, 1882, as altered and adapted by the Fifth Schedule to this Order.

[45 & 46 Vict.
c. 50.]

NOTICE OF ELECTION.

3. Not later than the day prescribed for that purpose by the first schedule to this order, the returning officer shall prepare and sign a notice of the election of guardians in the parish or parishes in the poor law union for which an election is to be held, and shall cause public notice to be given of the same in accordance with Rule 33 of this order in each such parish. The notice shall be in the Form No. 1 in the second schedule to this order, or in a form to the like effect

SECOND SCHEDULE.

NOTE.—If the election is not the ordinary election, such modifications as may be necessary should be made in the forms in this schedule (Rule 37).

FORM No. 1.—NOTICE OF ELECTION.

_____ Union.

Election of Guardians
for the several parishes, united parishes and wards of parishes [*as the case may be*] situate in the above-named union, for which guardians are to be elected in the year 18 .

NOTICE IS HEREBY GIVEN THAT—

1.* The day of election of guardians for the said parishes, united parishes and wards of parishes [*as the case may be*] will be the day of , 18 .

* If the day of election is not the same for all the parishes, united parishes and wards adapt form accordingly.

2. The number of guardians to be elected for the said parishes, united parishes and wards [*as the case may be*] is as follows † :—

† Insert here the names of the parishes, united parishes and wards of parishes, with the number of guardians to be elected for each. A tabulated form may be used if preferred.

3. Each candidate for election as a guardian must be nominated in writing, and the nomination paper must be sent to me, so that it shall be received at (which is my office for the purpose of the election) not later than twelve o'clock at noon on , the day of , 18 .

4. A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish or united parishes or ward [*as the case may be*], and he must not sign a nomination paper for any parish or united parishes or ward unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign nomination papers for more than one parish or group of united parishes or ward in the union.

5. Forms of nomination paper may be obtained, free of charge, either from me at the above-named office, or from the overseers of the parish [*or* either of the united parishes] for which a nomination is proposed to be made.

6. The nomination paper must be in the following form, or in a form to the like effect :—

FORM OF NOMINATION PAPER.

——— Union.

Election of guardians

for the parish of [or for the united parishes of , or for the ward of the parish of] in the year 18 .

We, the undersigned, being respectively parochial electors of the said parish [*or* united parishes *or* ward], do hereby nominate the undermentioned person as a candidate at the said election.

Names of Candidate.		Place of Abode.	Description.	How qualified (specify qualification according to direction in Instruction 5.)
Surname.	Other names in full.			
1.	2.	3.	4.	5.

Signature of proposer _____.

Place of abode _____.

Signature of seconder _____.

Place of abode _____.

* These instructions form part of the nomination paper.

*Instructions for filling up Nomination Paper.**

(1.) The surname of only one candidate for election must be inserted in column 1.

(2.) The other names of the candidate must be inserted in full in column 2.

(3.) Insert in column 3 the place of abode of the candidate.

(4.) In column 4 state the occupation, if any, of the candidate. If the candidate has no occupation, insert some such description as "gentleman," or "married woman," or "spinster," or "widow," as the case may be.

(5.) If the candidate is a parochial elector of some parish within the union (that is, if his or her name is registered in the register of parochial electors of such parish) insert in column 5 "parochial elector of parish of _____." If the candidate is not a parochial elector of some parish in the union, but he or she has, during the whole of the twelve months preceding the election, resided in the union, insert in column 5 "residence." If, in the case of a parish or of united parishes wholly or partly situate within the area of a borough, the candidate is qualified to be elected a councillor for that borough, insert in column 5 "qualified to be elected councillor of borough of _____." If the candidate has more than one of these qualifications, it will be sufficient to insert in column 5 one of his or her qualifications, but more may be inserted.

(6.)—(1.) The paper must be signed by two parochial electors of the parish [*or united parishes or ward*] and no more; by one as proposer, and by the other as seconder. The places of abode of the proposer and seconder must also be inserted. Instead of signing, the proposer or seconder may affix his mark if it is witnessed by two parochial electors.

(2.) A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish [*or united parishes or ward*], and he must not sign a nomination paper for any parish [*or united parishes or ward*] unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign a nomination paper in more than one parish [*or group of united parishes or ward*] in the union.

(7.) Not later than _____, the _____ day of _____, 18 _____, I shall cause a copy of a statement containing the names, places of abode, and descriptions of the persons nominated for the office of guardian for the said parishes, united parishes and wards, and also containing a notice of my decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not, to be suspended in the board room of the guardians of the union in which the said parishes, united parishes and wards are situate, and another to be affixed on the principal external gate or door of every workhouse of the union [and of the building in which the board room of the guardians is comprised].*

(8.) Any candidate nominated for election may, not later than twelve o'clock at noon on _____, the _____ day of _____, 18 _____, withdraw his candidature by delivering or causing to be delivered at my office for the purposes of the election a notice in writing of such withdrawal signed by him.

(9.)* If the number of candidates who are validly nominated for any parish, united parishes or ward, and whose candidature is not withdrawn, exceeds that of the persons to be elected, a poll will be taken on _____, the _____ day of _____, 18 _____, of which due notice will be given.

Dated this _____ day of _____, 18 _____.

Returning Officer.

Office for purpose of Election.

* If the board-room is at the workhouse, omit these words.

* If the day of election is not the same for all the parishes, united parishes and wards, adapt form accordingly.

NOMINATION OF CANDIDATES.

4.—(1.) Each candidate for election as a guardian shall be nominated in writing.

(2.) The nomination paper shall state the name of the parish or other area for which the candidate is nominated, the surname and other name or names in full of the candidate, and his place of abode and description, and whether he is qualified as a parochial elector of some parish within the poor law union, or by having during the whole of the twelve months preceding the election resided in the union, or, in the case of a parish or united parishes wholly or partly situate within the area of a borough, by being qualified to be elected a councillor for that borough. It shall be signed by two parochial electors of the parish or other area, as proposer and seconder, and no more, and shall state their respective places of abode. It shall be in the form set out in the notice in the Form No. 1 in the second schedule to this order, or in a form to the like effect.

(3.) The name of more than one candidate shall not be inserted in any one nomination paper.

(4.) A parochial elector shall not sign more nomination papers than there are guardians to be elected for the parish or other area in the poor law union for which the election is to be held. He shall not sign a nomination paper for any parish or other area unless he is registered as a parochial elector in respect of a qualification therein. Neither shall he sign nomination papers for more than one parish or other area in the union.

(5.) If any parochial elector shall sign nomination papers for more than one parish or other area in the union, or shall sign a number of nomination papers larger than the number of guardians to be elected for the parish or other area, such of the nomination papers signed by him as relate to the first parish or other area for which a nomination paper signed by him is received by the returning officer shall alone be valid, and of the nomination papers signed by him which relate to that parish or other area such as are first received by the returning officer up to the number of guardians to be so elected shall alone be valid. Provided that, for the purposes of this paragraph, nomination papers not properly filled up and signed shall be excluded.

NOMINATION PAPERS TO BE PROVIDED.

5. The returning officer shall provide nomination papers, and shall furnish the overseers of the parish with a supply thereof. Any parochial elector may obtain nomination papers from either the returning officer or the overseers free of charge.

TIME FOR SENDING IN NOMINATION PAPERS.

6. Every nomination paper shall be sent to the returning officer, so that it shall be received at his office within the time prescribed for that purpose by the first schedule to this order. A nomination paper received after that time shall not be valid. The returning officer shall note on each nomination paper whether it was received before or after that time.

DEALING WITH NOMINATIONS BY RETURNING OFFICER.

7.—(1.) The returning officer shall number the nomination papers in the order in which they are received by him; and the first valid nomination paper received for a candidate shall be deemed to be the nomination of that candidate.

(2.) The returning officer shall, as soon as practicable after the receipt of any nomination paper, examine the same, and decide whether it has or has not been properly filled up and signed by two parochial electors of the parish or other area, and whether it is or is not invalid under rule 4 (5) or rule 6. His decision that a nomination paper has been so filled up and signed and is not invalid as aforesaid shall be final, and shall not be questioned in any proceeding whatever.

(3.) If the returning officer shall decide that a nomination paper is invalid, he shall put a note on it to this effect, stating the grounds of his decision, and he shall sign such note.

(4.) After deciding that the nomination of any candidate is valid, or (except where a nomination of any candidate has been decided to be valid) that a nomination paper for the candidate is invalid, the returning officer shall, not later than the day prescribed for that purpose by the first schedule to this order, send, by post or otherwise, notice of his decision to the candidate.

STATEMENT AS TO PERSONS NOMINATED.

8. Not later than the day prescribed for that purpose by the first schedule to this order, the returning officer shall make out a statement in the Form No. 2 in the second schedule to this order, or in a form to the like effect, containing the names, places of abode and descriptions of the persons nominated as guardians for the parish or the several parishes in the poor law union for which an election is to be held, and also containing a notice of his decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not. He shall forthwith cause a copy thereof to be suspended in the board room of the guardians, and another to be affixed on the principal external gate or door of every

workhouse of the union, and, if the board room of the guardians is not situate at any such workhouse, on the external gate or door of the building in which the board room of the guardians is comprised.

FORM NO. 2.—STATEMENT AS TO PERSONS NOMINATED.

_____ Union.

The following is a statement as to the persons nominated for election as guardians for the several urban parishes, united parishes and wards of parishes [*as the case may be*] in the above-named union for which an election is to be held in the year 18 .

Parishes [United Parishes and Wards].	Persons nominated.			Decision of Re- turning Officer that Candidate has not been nomi- nated by a valid Nomination Paper.
	Names (Surnames first).	Places of Abode.	Description.	
1.	2.	3.	4.	5.

The candidates opposite whose names no entry is made in column 5 have been validly nominated.

Dated this _____ day of _____, 18 .

Returning Officer.

Office for purpose of Election.

WITHDRAWAL OF CANDIDATE.

9. Any candidate may withdraw his candidature by delivering or causing to be delivered at the office of the returning officer, within the time prescribed for that purpose by the first schedule to this order, a notice in writing of such withdrawal, signed by him.

RELATION OF NOMINATION TO ELECTION.

10. Section 56 of the Municipal Corporations Act, 1882, shall be altered and adapted in its application to the election of guardians in the parish so as to provide as follows:—

[45 & 46 Vict.
c. 50.]

(1.) If the number of candidates who receive valid nominations and who do not withdraw their candidature under rule 9 exceeds that of the persons to be elected as guardians, the guardians shall be elected from amongst the persons nominated.

- (2.) If the number of valid nominations does not exceed the number of guardians to be elected, or if, by the withdrawal of any candidate as provided by rule 9, the number of candidates for the parish is reduced to a number not exceeding the number to be elected, or if the number of candidates is otherwise so reduced, the returning officer shall, as early as practicable, give public notice in the parish in accordance with rule 33 of this order to the effect that no poll will be taken, and that the candidates, or the remaining candidates, as the case may be, will be declared to be elected; and also, in the case of the ordinary election, if the number of such candidates is less than the number of guardians to be elected, that such of any retiring guardians for the parish as were highest on the poll at their election, or, if the poll was equal or there was no poll, as shall have been selected for that purpose by the returning officer by lot to make up the required number, will be declared to be deemed to be re-elected.
- (3.) If there is no valid nomination, the returning officer shall, as early as practicable, give public notice in the parish in accordance with rule 33 of this order that no poll will be taken, and, in the case of the ordinary election, that the retiring guardians will be declared to be deemed to be re-elected.
- (4.) The returning officer shall forthwith send, by post or otherwise, a copy of any notice under this rule to each of the persons who will be declared to be elected or to be deemed to be re-elected.
- (5.) The notice shall be in the Form No. 3 or the Form No. 4, as the case may be, in the second schedule to this order, or in a form to the like effect.

FORM NO. 3.—NOTICE THAT NO POLL WILL BE TAKEN.

_____ Union.
 Parish of [or ward of the parish of or
 united parishes of].

Whereas the following candidates have been duly nominated for election as guardians for the said parish [or ward or united parishes]:—*[Insert names, places of abode, and description of candidates.]*

And whereas the number of those

[or And whereas the said [insert name or names] has [or have] since withdrawn his [or their] candidature [or if some other event has occurred causing a person to cease to be a candidate, state what it is], and the number of the remaining] candidates is [equal to or less than] the number of persons, namely, to be elected as guardians for the said parish [or ward or united parishes],

I do hereby give notice that a poll will not be taken, and that the said [insert names] will be declared elected as guardians for the said parish [or ward or united parishes],* and also that [insert names] retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

Dated this _____ day of _____, 18 ____ .
 _____ Returning Officer.

* If the number of candidates or remaining candidates is equal to the number to be elected, or if the Election is a first Election or is to fill a casual vacancy, omit from * to the end of the sentence.

FORM NO 4.—NOTICE WHERE NO CANDIDATES ARE NOMINATED.

_____ Union.
 Parish of _____ [or _____ ward of the parish
 of _____ or united parishes of _____].

I do hereby give notice that no candidate has been duly nominated for election as a guardian for the said parish [or ward or united parishes],* and that [insert names] the retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

Dated this _____ day of _____, 18 ____ .
 _____ Returning Officer.

* If the election is a first election, or is to fill a casual vacancy, omit from * to end of the sentence.

DAY AND HOURS OF POLL.

11.—(1.) The poll, if any, shall be held on the day of election as prescribed or defined by the first schedule to this order, and the hours during which the poll shall be open shall be such as shall be fixed by the county council by any general or special order, or if no such order is in force in the parish, then such hours as were applicable at the last ordinary election of guardians or urban district councillors, so, however, that the poll shall always be open between the hours of six and eight in the evening.

(2.) Provided that in any urban district other than a borough the hours during which any poll shall be open for the election of guardians and urban district councillors shall be the same.

WHEN POLLS TO BE TAKEN TOGETHER.

12.—(1.) If any parish is co-extensive with an urban district for which an election of urban district councillors is to be held other than a borough, or with any ward or wards of any such urban district, or is wholly comprised in any such district which is not divided into wards, or in any one ward of such a district which is divided into wards, the poll for the election of guardians for the parish and any poll for the election of urban district councillors shall be taken together.

(2.) If the county council shall be of opinion in any other case that the polls for the election of guardians and for the election of urban district councillors can conveniently be taken together, they

may give directions accordingly to the returning officer for the two elections, and the polls for such elections shall thereupon be taken together.

WHEN RETURNING OFFICER FOR URBAN DISTRICT COUNCILLORS IS
TO BE DEPUTY RETURNING OFFICER FOR GUARDIANS.

13.—(1.) If, as provided by paragraph (1) of rule 12 of this order, or as directed by the county council under paragraph (2) of that rule, the poll for the election of guardians for the parish and any poll for the election of urban district councillors are to be taken together, the returning officer at the election of urban district councillors for the urban district shall be the deputy returning officer for the purposes hereinafter mentioned in relation to the poll for the election of guardians for the parish. Such deputy returning officer shall be substituted for the returning officer in rules 1 (4), 14, 15, 16, 17, 18 and 19 of this order, and shall act as deputy returning officer for the purposes therein mentioned.

(2.) Immediately after the time prescribed under rule 9 of this order as the latest time for the withdrawal of candidates, the returning officer shall send to each returning officer for the election of urban district councillors who is deputy returning officer as aforesaid a statement of the persons validly nominated as guardians for the parish who have not withdrawn their candidatures, giving the surname and other name or names in full of each such candidate, and his place of abode and description, and the names of his proposer and seconder, and their respective places of abode.

POLLING DISTRICTS.

14.—(1.) (a) If the parish is divided into wards for the election of urban district councillors, including the councillors of a borough, the whole of each such ward being comprised in the parish, and the lists of parochial electors are made out in separate parts for such wards, each ward shall be a polling district for the election of guardians.

(b) If the parish is not so divided, but is divided into polling districts for the election of county councillors, or if it is not divided into such polling districts, but is divided into polling districts for the election of the councillors of a borough, the whole of each such district being comprised in the parish, and the lists of parochial electors are made out in separate parts for such districts, each district shall be a polling district for the election of guardians.

(c) If neither paragraph (a) nor paragraph (b) of this rule applies to the parish, the returning officer may, if he thinks fit,

divide the parish into polling districts for the election of guardians, but each district shall consist of an area for which a separate list of parochial electors will be available.

(d) The polling districts for the election of guardians and of any urban district councillors, when the polls for the two elections are to be taken together, shall be the same.

(2) If the parish is divided into polling districts, each parochial elector shall give his vote in the polling district in which the property in respect of which he is entitled to vote is situate, and if it is situate in more than one polling district, he may vote in any one (but in one only) of the polling districts in which it is situate.

POLLING PLACES AND STATIONS.

15.—(1.) The returning officer shall determine the number and situation of the polling places and polling stations,

Provided as follows:—

- (a) No premises licensed for the sale of intoxicating liquor shall be used for a polling station;
- (b) The polling stations for the election of guardians and of any urban district councillors, when the polls for the two elections are taken together, shall be the same;
- (c) Where the number of parochial electors in the parish, or (if the parish is divided into polling districts) in any polling district, is not more than five hundred, only one polling station shall, unless the county council otherwise direct, be provided for the parish or polling district; and so on for each additional five hundred parochial electors, or for any less number of parochial electors over and above the last five hundred.

NOTICE OF POLL.

16.—(1.) If a poll has to be taken, the returning officer shall, within the time prescribed for that purpose by the first schedule to this order, give public notice thereof in accordance with rule 33 of this order. The notice shall specify—

- (a) the day and hours fixed for the poll;
- (b) the number of guardians to be elected for the parish;
- (c) the names, place of abode and description of each candidate for the parish whom he has decided to be nominated by a valid nomination paper, and who has not withdrawn his candidature;
- (d) the names of the proposer and seconder who signed the nomination paper of each candidate;
- (e) a description of the polling districts, if any; and

- (f) the situation and allotment of the polling places and polling stations, and the description of the persons entitled to vote thereat.
- (2.) The notice shall be in the form of No. 5 in the second schedule to this order, or in a form to the like effect.

FORM NO. 5.—NOTICE OF POLL.

[This form is for use where a poll is taken for the election of guardians only.]

_____ Union.
Election of Guardians
for the above union in the year 18 .
Parish of _____ [or _____ ward of the parish of _____, or united
parishes of _____].

NOTICE IS HEREBY GIVEN—

1. That a poll for the election of guardians for the above-named parish [or ward or united parishes] will be held on _____ the
day of _____, 18 , between the hours of _____ and _____
2. That the number of guardians to be elected for the parish [or ward or united parishes] is _____
3. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows:—

* Insert particulars as to each candidate for the parish or ward or united parishes whose nomination is valid, and who has not withdrawn his candidature.

Names of Candidates (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secondor (Surname first).

† If the parish or ward or united parishes are not divided into polling districts for the purposes of the election, paragraph 4 should be omitted.

- 4.†—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

(2.) The polling districts are as follows:—

‡ If only one polling place or station adapt form accordingly.

- 5.‡ The situation and allotment of the polling stations and the description of the persons entitled to vote thereat are as follows:—

6. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election will be (insert colour).

Dated this _____ day of _____ 18 ,

Returning Officer, or

Deputy Returning Officer.
Office for purpose of Election.

(3.) If polls are to be taken together in the parish as to the election of both guardians and urban district councillors, the returning officer may, if he thinks fit, give one notice only for both polls, and such notice shall be in the Form No. 6 in the second schedule to this order, or in a form to the like effect.

FORM NO. 6.—NOTICE OF POLL.

[This form may be used where polls are taken together for the election of urban district councillors and guardians.]

Election of urban district councillors and guardians
for the urban district of [or for the ward
of the urban district of], and for the parish of
[or for the ward of the parish of], or for the
united parishes of], in the year 18 .

NOTICE IS HEREBY GIVEN—

1. That polls for the election of urban district councillors and of guardians for the above-named district [or ward] and parish [or ward or united parishes] will be held on , the day of , 18 , between the hours of and .

2. That the number of urban district councillors to be elected for the district [or ward] is

3. That the number of guardians to be elected for the parish [or ward or united parishes] is

4. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders, are as follows:—

AS URBAN DISTRICT COUNCILLORS.

Names of Candidates (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secunder (Surname first).

AS GUARDIANS.

Names of Candidates (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secunder (Surname first).

* If the district, parish, or ward, or united parishes are not divided into polling districts for the purposes of the election, paragraph 5 should be omitted.

† If only one polling place or station, adapt form accordingly.

*5.—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

(2.) The polling districts are as follows:—

†6. The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows:—

7. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election of urban district councillors will be [*insert colour*], and in the election of guardians will be [*insert colour*].

Dated this day of , 18 .

*Returning Officer for the Election of
Urban District Councillors, and Deputy Returning
Officer for the Election of Guardians.*

Office for purpose of Election.

PRESIDING OFFICERS.

17. The returning officer, or some person appointed by him for the purpose, shall preside at each polling station. The person presiding at any polling station shall be called the presiding officer. Provided that at any polling station the same person shall act as presiding officer for the elections of guardians and urban district councillors, the polls for which are to be taken together.

COMPARTMENTS OF POLLING STATIONS.—BALLOT PAPERS.

18. The returning officer shall furnish every polling station with a sufficient number of compartments in which the voters can mark their votes screened from observation, and shall furnish each presiding officer with such number of ballot papers as may be necessary for effectually taking the poll at the election.

POLLING AGENTS.

19. If there are only two candidates, each of them may, in writing, appoint a polling agent for each polling station, who may be paid or unpaid. If there are more than two candidates, any number of them, being not less than one-third of the whole number of candidates, may, in writing, appoint one polling agent for each polling station, who may be paid or unpaid. Any such appointment shall be delivered at the office of the returning officer not less than two clear days before the day of the poll. Except as aforesaid, no polling agent, whether paid or unpaid, shall be appointed for the purposes of the election.

PROHIBITION OF VOTING IN MORE THAN ONE PARISH.—QUESTIONS
TO ELECTOR.

20.—(1.) An elector shall not vote in more than one parish in the poor law union.

(2.) The presiding officer may, and if required by any parochial elector of the parish or any polling agent appointed under rule 19 shall, put to any elector at the time of his applying for a ballot paper, but not afterwards, the following questions, or one of them, and no other :—

(a.) Are you the person entered in the parochial register for this parish [*or ward*] as follows [*read the whole entry from the register*]?

(b.) Have you already voted at the present election of guardians in this or any other parish or ward in the union?

(3.) A person required to answer either of these questions shall not receive a ballot paper or be permitted to vote until he has answered it.

COUNTING THE VOTES.

21.—(1.) If the poll for the election of guardians for the parish and any poll for the election of urban district councillors are not to be taken together, the returning officer, if he does not himself count the votes, shall appoint some person to act as deputy returning officer for the parish as regards the custody and opening of the ballot boxes, the counting and recording of the votes, and the declaration of the number of votes given for each candidate, and of the election of the candidate or candidates to whom the largest number of votes has been given. The person so appointed shall, in addition to his other powers and duties, have all the powers and duties of the returning officer in relation to the matters aforesaid, and to the decision of any question as to any ballot paper and otherwise as to the ballot papers. The returning officer shall not himself count the votes in more than one urban parish in the union.

(2.) Where the returning officer for the election of urban district councillors is the deputy returning officer for the election of guardians as provided in paragraph (1) of rule 13 of this order, he shall also be deputy returning officer for the purposes referred to in paragraph (1) of this rule.

(3.) The votes for each parish shall be counted as soon as practicable after the close of the poll.

EQUALITY OF VOTES.

22. If an equality of votes is found to exist between any candidates, and the addition of a vote would entitle any of such candidates to be declared elected, the returning officer or deputy returning officer who counts the votes may, if a parochial elector of the parish, give such additional vote in writing, but shall not otherwise be entitled to vote at the election. If in such a case the returning officer, or deputy returning officer, as the case may be, is not a parochial elector of the parish, or is unwilling to vote, he shall determine by lot which of the candidates whose votes are equal shall be elected.

WHO TO BE DEEMED TO FILL CASUAL VACANCIES AT ORDINARY ELECTION.

23. In the event of one or more casual vacancies being filled up at the ordinary election, where there is a poll, the persons elected by the fewest votes shall be deemed elected to fill such vacancies. Should there be an equality of votes between such persons the guardians shall determine by ballot which of such persons shall be deemed elected to fill the casual vacancy. If the persons elected to fill the casual vacancies will hold office for different periods, the person elected by the fewest votes, or, if the votes were equal, the person selected by the guardians by ballot from the persons so elected shall hold office for the shorter period. Where there is no poll the person or persons to be deemed to be elected to fill the casual vacancy or vacancies shall be determined by the guardians by ballot.

DECLARATION OF RESULT OF POLL.

24.—(1.) The declaration of the result of the poll shall be in the Form No. 7 in the second schedule to this order, or in a form to the like effect.

(2.) The returning officer, or deputy returning officer, as the case may be, making the declaration shall forthwith cause a copy of it to be affixed on the front of the building in which the votes have been counted. If the declaration is made by a deputy returning officer, he shall forthwith send it to the returning officer.

FORM No. 7.—DECLARATION OF RESULT OF POLL.

_____ Union.
 Election of guardians
 for the above union in the year 18 ,
 Parish of [or ward of the parish of
 or united parishes of].

I, the undersigned, being the returning officer [*or deputy returning officer* duly authorised in that behalf] at the poll for the election of guardians for the said parish [*or ward or united parishes*] held on the _____ day of _____, 18____, do hereby give notice that the number of votes recorded for each candidate at the election is as follows:—

Names of Candidates.		Places of Abode.	Number of Votes Recorded.
Surnames.	Other Names.		

And I do hereby declare that the said
are duly elected guardians for the said parish [*or ward or united parishes*].

Dated this _____ day of _____, 18____.

[*or Deputy Returning Officer*].

PUBLICATION OF RESULTS OF ELECTIONS.

25.—(1.) The returning officer shall prepare and sign a notice of the result of the elections in all the urban parishes in the poor law union for which elections are held, and shall by such notice declare to be elected or to be deemed to be re-elected the persons who, under rule 10, are to be declared to be elected or to be deemed to be re-elected without a poll being taken. The notice shall be in the Form No. 8 in the second schedule to this order, or in a form to the like effect.

(2.) The returning officer shall cause a copy of the notice to be suspended in the board room of the guardians. He shall also send a sufficient number of copies of the notice to the overseers of all the urban parishes in the union for which elections were held, and the overseers shall cause public notice to be given thereof in accordance with rule 33 of such order. The returning officer shall also send copies of the notice to the persons elected or deemed to be re-elected.

FORM No. 8.—NOTICE OF RESULT OF ELECTIONS.

_____ Union.

Election of guardians
for the above-named union in the year 18____.

I, the undersigned, being the returning officer at the election of guardians for the said union, do hereby give notice that the candidates whose names are entered in column 6 of the statement hereunder, opposite to the names of parishes, wards, and united parishes in which polls have been taken, have been declared duly elected guardians; and I hereby declare that the persons whose

* If the election is a first election, or is to fill a casual vacancy, omit these words and column 7.

names are entered in the said column [*or in column 7**] opposite to the names of parishes, wards, and united parishes where no polls have been taken, were duly elected [*or are to be deemed to be re-elected**] guardians for the same.

Parishes, Wards, and United Parishes. 1.	Names of Candidates.		Places of Abode. 4.	Number of Votes recorded. 5.	Names of Candidates elected. 6.	Names of retiring Guardians deemed to be re-elected. 7.
	Surnames. 2.	Other Names. 3.				

Dated this day of , 18 .

Returning Officer.

APPLICATION AND ADAPTATION OF BALLOT ACT, 1872.

[35 & 36 Vict.
c. 33.]

26. The provisions of the Ballot Act, 1872, which, with adaptations and alterations, are set out in the third schedule to this order, and only such provisions of that Act, shall, subject to such adaptations and alterations, apply to the election of guardians in like manner as in the case of a municipal election.

Provided as follows:—

- (a.) Such application shall be subject to the provisions of this order.
- (b.) If polls are taken together in the parish as to an election of guardians and urban district councillors, one ballot box may, if the returning officer thinks fit, be used for the two elections; but if separate ballot boxes are used for the two elections respectively, no vote for any guardian shall be rendered invalid by the ballot paper being placed in the box intended for the reception of ballot papers for urban district councillors.
- (c.) The ballot papers used at the election of guardians shall be of a different colour from that of any ballot papers used in the election of any urban district councillors in the parish when the polls for the two elections are taken together.

THIRD SCHEDULE.

PROVISIONS OF THE BALLOT ACT, 1872, AS ADAPTED AND ALTERED IN
THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

PROCEDURE AT ELECTIONS OF GUARDIANS.

Poll at Elections.

2. The ballot of each voter shall consist of a paper (in this Act called a ballot paper) showing the names and description of the candidates. Each ballot

paper shall have a number printed on the back, and shall have attached a counterfoil with the same number printed on the face. At the time of voting, the ballot paper shall be marked on both sides with an official mark, and delivered to the voter within the polling station, and the number of such voter on the register of voters shall be marked on the counterfoil, and the voter having secretly marked his vote on the paper, and folded it up so as to conceal his vote, shall place it in a closed box in the presence of the officer presiding at the polling station (in this Act called "the presiding officer") after having shown to him the official mark at the back.

If in the register of parochial electors for a parish the same number is placed opposite to the name of more than one parochial elector, the returning officer shall put a distinguishing mark on each part of the register which contains numbers used in other parts of the register, and when the number of any voter on any part of the register is entered on the counterfoil of a ballot paper, the mark on that part shall also be entered thereon.

Any ballot paper which has not on its back the official mark, or on which votes are given to more candidates than the voter is entitled to vote for, or on which anything, except the said number on the back, is written or marked by which the voter can be identified, shall be void and not counted.

After the close of the poll the ballot boxes shall be sealed up, so as to prevent the introduction of additional ballot papers, and shall be taken charge of by the returning officer, and that officer shall, in the presence of such agents, if any, of the candidates as may be in attendance, open the ballot boxes, and ascertain the result of the poll by counting the votes given to each candidate, and shall forthwith declare to be elected the candidates or candidate to whom the majority of votes have been given. The decision of the returning officer as to any question arising in respect of any ballot paper shall be final, subject to reversal on petition questioning the election or return.

OFFENCES.

Offences in respect of Ballot Papers and Ballot Boxes.

3. Every person who—

- (1.) Forges or counterfeits or fraudulently defaces or fraudulently destroys any ballot paper, or the official mark on any ballot paper; or
- (2.) Without due authority supplies any ballot paper to any person; or
- (3.) Fraudulently puts into any ballot box any paper other than the ballot paper which he is authorised by law to put in; or
- (4.) Fraudulently takes out of the polling station any ballot paper; or
- (5.) Without due authority destroys, takes, opens, or otherwise interferes with any ballot box or packet of ballot papers then in use for the purposes of the election;

shall be guilty of a misdemeanour, and be liable, if he is a returning officer or an officer or clerk in attendance at a polling station, to imprisonment for any term not exceeding two years, with or without hard labour, and if he is any other person, to imprisonment for any term not exceeding six months, with or without hard labour.

Any attempt to commit any offence specified in this section shall be punishable in the manner in which the offence itself is punishable.

In any indictment or other prosecution for an offence in relation to the ballot boxes, ballot papers, and marking instruments at an election, the property in such papers, boxes, and instruments may be stated to be in the returning officer at such election, as well as the property in the counterfoils.

Infringement of Secrecy.

4. Every officer, clerk, and agent in attendance at a polling station shall maintain and aid in maintaining the secrecy of the voting in such station, and shall not communicate, except for some purpose authorised by law, before the poll is closed, to any person any information as to the name or number on the register of parochial electors of any elector who has or has not applied for a ballot paper or voted at that station or as to the official mark, and no such officer, clerk, or agent, and no person whosoever, shall interfere with or attempt to interfere with a voter when marking his vote, or otherwise attempt to obtain in the polling station information as to the candidate for whom any voter in such station is about to vote or has voted, or communicate at any time to any person any information obtained in a polling station as to the candidate for whom any voter in such station is about to vote or has voted, or as to the number on the back of the ballot paper given to any voter at such station. Every officer, clerk, agent, and person in attendance at the counting of the votes shall maintain and aid in maintaining the secrecy of the voting, and shall not attempt to ascertain at such counting the number on the back of any ballot paper, or communicate any information obtained at such counting as to the candidate for whom any vote is given in any particular ballot paper. No person shall directly or indirectly induce any voter to display his ballot paper after he has marked the same, so as to make known to any person the name of the candidate for or against whom he has so marked his vote.

Every person who acts in contravention of the provisions of this section shall be liable, on summary conviction before two justices of the peace, to imprisonment for any term not exceeding six months, with or without hard labour.

USE OF SCHOOL AND PUBLIC ROOM FOR POLL.

6. The returning officer at an election of guardians may use, free of charge, for the purpose of taking the poll or for counting the votes at such election, any room in a school receiving a grant out of monies provided by Parliament, and any room the expense of maintaining which is payable out of any local rate, but he shall make good any damage done to such room, and defray any expense incurred by the person or body of persons, corporate or unincorporate, having control over the same on account of its being used for the purpose of taking the poll or for counting the votes as aforesaid.

The use of any room in an unoccupied house for taking the poll shall not render any person liable to be rated or to pay any rate for such house.

DUTIES OF RETURNING AND ELECTION OFFICERS.

General Powers and Duties of Returning Officer.

8. Subject to the provisions of this Act, every returning officer shall provide such nomination papers, polling stations, ballot boxes, ballot papers, stamping instruments, copies of register of parochial electors, and other things, appoint and pay such officers, and do such other acts and things as may be necessary for effectually conducting the election.

Every deputy returning officer shall, in so far as he acts as returning officer, be deemed to be included in the term returning officer.

Keeping of Order in Station.

9. If any person misconducts himself in the polling station, or fails to obey the lawful orders of the presiding officer, he may immediately, by order of the presiding officer, be removed from the polling station by any constable in or

near that station, or any other person authorised in writing by the returning officer to remove him; and the person so removed shall not, unless with the permission of the presiding officer, again be allowed to enter the polling station during the day.

Any person so removed as aforesaid, if charged with the commission in such station of any offence, may be kept in custody until he can be brought before a justice of the peace.

Provided that the powers conferred by this section shall not be exercised so as to prevent any elector who is otherwise entitled to vote at any polling station from having an opportunity of voting at such station.

Powers of Presiding Officer and Administration of Oaths, etc.

10. For the purpose of the adjournment of the poll, a presiding officer shall have the power by law belonging to a deputy returning officer in a parliamentary election; and any presiding officer and any clerk appointed by the returning officer to attend at a polling station shall have the power of asking the questions and administering the oath authorised by law to be asked of and administered to voters, and any justice of the peace and any returning officer may take and receive any declaration authorised by this Act to be taken before him.

Liability of Officers for Misconduct.

11. Every returning officer, presiding officer, and clerk who is guilty of any wilful misfeasance, or any wilful act or omission in contravention of this Act shall, in addition to any other penalty or liability to which he may be subject, forfeit to any person aggrieved by such misfeasance, act, or omission a penal sum not exceeding one hundred pounds.

No returning officer or officer appointed by him in connection with the election of guardians for any parish, nor any partner or clerk of any such officer, shall act as agent for any candidate in the management or conduct of his election as a guardian. If any returning officer or officer appointed by him, or the partner or clerk of any such officer, shall so act he shall be guilty of a misdemeanour.

MISCELLANEOUS.

Prohibition of Disclosure of Vote.

12. No person who has voted at an election shall, in any legal proceedings to question the election or return, be required to state for whom he has voted.

Non-compliance with Rules.

13. No election shall be declared invalid by reason of a defect in the title or appointment of the returning officer or deputy returning officer, or of a non-compliance with the rules contained in the first schedule to this Act or in the Guardians (Outside London) Election Order, 1898, or any mistake in the use of the forms in the second schedule to this Act or in the said order, if it appears to the tribunal having cognisance of the question that the election was conducted in accordance with the principles laid down in the body of this Act and of the Local Government Act, 1894, and that such non-compliance or mistake did not affect the result of the election.

[56 & 57 Vict.
c. 73.]

PERSONATION.

Definition and Punishment of Personation.

24. The following enactments shall be made with respect to personation at an election of guardians:—

It shall be the duty of the returning officer to institute a prosecution against

any person whom he may believe to have been guilty of personation, or of aiding, abetting, counselling, or procuring the commission of the offence of personation by any person, at the election for which he is returning officer, and the costs and expenses of the prosecutor and the witnesses in such case, together with compensation for their trouble and loss of time, shall be allowed by the court in the same manner in which courts are empowered to allow the same in cases of felony.

[6 & 7 Vict.
c. 18.]

Sects. 86 to 89, both inclusive, of the Parliamentary Voters Registration Act, 1843, shall apply to personation at an election of guardians in the same manner as they apply to a person who knowingly personates and falsely assumes to vote in the name of another person as mentioned in the said Act, but with the substitution of the words "any parochial elector or any agent appointed under the Guardians (Outside London) Election Order, 1898," for "any such agent so appointed as aforesaid" or for any reference to any such agent, and of "the presiding officer" for "the returning officer or his respective deputy."

EFFECT OF SCHEDULES.

28. The schedules to this Act, and the notes thereto, and directions therein shall be construed and have effect as part of this Act.

SCHEDULES TO ACT.

FIRST SCHEDULE TO ACT.

RULES FOR ELECTIONS OF GUARDIANS.

The Poll.

15. At every polling place the returning officer shall, subject to the provisions of the Guardians (Outside London) Election Order, 1898, provide a sufficient number of polling stations for the accommodation of the electors entitled to vote at such polling places, and shall distribute the polling stations amongst those electors in such manner as he thinks most convenient.

17. A separate room or separate booth may contain a separate polling station, or several polling stations may be constructed in the same room or booth.

18. No person shall be admitted to vote at any polling station except the one allotted to him.

20. The returning officer shall provide each polling station with materials for voters to mark the ballot papers, with instruments for stamping thereon the official mark, and with copies of the register of voters, or such part thereof as contains the names of the voters allotted to vote at such station. He shall keep the official mark secret.

21. The presiding officer appointed to preside at each station shall keep order at his station, shall regulate the number of electors to be admitted at a time, and shall exclude all other persons except the clerks, the agents of the candidates, and the constables on duty.

22. Every ballot paper shall contain a list of the candidates described as in their respective nomination papers, and arranged alphabetically in the order of their surnames, and (if there are two or more candidates with the same surname) of their other names: it shall be in the form set forth in the second schedule to this Act or as near thereto as circumstances admit, and shall be capable of being folded up.

23. Every ballot box shall be so constructed that the ballot papers can be introduced therein, but cannot be withdrawn therefrom, without the box being

unlocked. The presiding officer at any polling station, just before the commencement of the poll shall show the ballot box empty to such persons, if any, as may be present in such station, so that they may see that it is empty, and shall then lock it up, and place his seal upon it in such a manner as to prevent its being opened without breaking such seal, and shall place it in his view for the receipt of ballot papers, and keep it so locked and sealed.

24. Immediately before a ballot paper is delivered to an elector, it shall be marked on both sides with the official mark, either stamped or perforated, and the number, name, and description of the elector as stated in the copy of the register shall be called out, and the number of such elector, together with the distinguishing mark, if any, of the part of the register in which the number occurs, shall, as required by s. 2 of this Act, as adapted, be marked on the counterfoil, and a mark shall be placed in the register against the number of the elector, to denote that he has received a ballot paper, but without showing the particular ballot paper which he has received.

25. The elector, on receiving the ballot paper, shall forthwith proceed into one of the compartments in the polling station, and there mark his paper, and fold it up so as to conceal his vote, and shall then put his ballot paper, so folded up, into the ballot box; he shall vote without undue delay, and shall quit the polling station as soon as he has put his ballot paper into the ballot box.

26. The presiding officer, on the application of any voter who is incapacitated by blindness or other physical cause from voting in manner prescribed by this Act, or (if the poll be taken on Saturday) of any voter who declares that he is of the Jewish persuasion, and objects on religious grounds to vote in manner prescribed by this Act, or of any voter who makes such a declaration as hereinafter mentioned that he is unable to read, shall, in the presence of the agents of the candidates, cause the vote of such voter to be marked on a ballot paper in manner directed by such voter, and the ballot paper to be placed in the ballot box, and the name and number on the register of voters of every voter whose vote is marked in pursuance of this rule, and the reason why it is so marked, shall be entered on a list, in this Act called "the list of votes marked by the presiding officer."

The said declaration, in this Act referred to as "the declaration of inability to read," shall be made by the voter at the time of polling, before the presiding officer, who shall attest it in the form hereinafter mentioned, and no fee, stamp or other payment shall be charged in respect of such declaration, and the said declaration shall be given to the presiding officer at the time of voting.

27. If a person, representing himself to be a particular elector named on the register, applies for a ballot paper after another person has voted as such elector, the applicant shall, upon duly answering the questions permitted by the Guardians (Outside London) Election Order, 1898, to be asked of voters at the time of polling, and upon taking an oath in the form hereinafter set out, which the presiding officer shall administer, be entitled to mark a ballot paper in the same manner as any other voter, but the ballot paper (in this Act called a "tendered ballot paper") shall be of a colour differing from the other ballot papers, and, instead of being put into the ballot box, shall be given to the presiding officer and endorsed by him with the name of the voter and his number in the register of voters, and set aside in a separate packet, and shall not be counted by the returning officer. And the name of the voter and his number on the register shall be entered on a list, in this Act called "the tendered votes list."

The oath shall be administered in the following form :—

“You do swear that you are the same person whose name appears as *A. B.* on the register of parochial electors for the parish of [or ward of the parish of], and that you have not already voted at the present election of guardians in this or any other parish or ward in the union.

So help you God.”

Provided that any person entitled to affirm in lieu of taking an oath may affirm in the following form :—

“I, *A. B.*, do solemnly, sincerely and truly declare and affirm that I am the same person whose name appears as *A. B.* on the register of parochial electors for the parish of [or ward of the parish of], and that I have not already voted at the present election of guardians in this or any other parish or ward in the union.”

28. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot be conveniently used as a ballot paper, may, on delivering to the presiding officer the ballot paper so inadvertently dealt with, and proving the fact of the inadvertence to the satisfaction of the presiding officer, obtain another ballot paper in the place of the ballot paper so delivered up (in this Act called a “spoilt ballot paper”), and the spoilt ballot paper shall be immediately cancelled.

29. The presiding officer of each station, as soon as practicable after the close of the poll, shall make up into separate packets sealed with his seal—

- (1.) Each ballot box in use at his station, unopened but with the key attached ; and
- (2.) The unused and spoilt ballot papers, placed together ; and
- (3.) The tendered ballot papers ; and
- (4.) The marked copies of the register of parochial electors, and the counterfoils of the ballot papers ; and
- (5.) The tendered votes list and the list of votes marked by the presiding officer, and a statement of the number of the voters whose votes are so marked by the presiding officer under the heads “physical incapacity,” “Jews,” and “unable to read,” and the declarations of inability to read ;

and shall deliver such packets to the returning officer, or deputy returning officer, by whom the votes are to be counted, unless he is himself such officer.

30. The packets shall be accompanied by a statement made by such presiding officer, showing the number of ballot papers entrusted to him, and accounting for them under the heads of ballot papers in the ballot box, unused, spoilt and tendered ballot papers, which statement is in this Act referred to as the ballot paper account.

Counting Votes.

31. Each candidate may appoint an agent to attend the counting of the votes.

32. The returning officer shall make arrangements for counting the votes in the presence of the agents of the candidates as soon as practicable after the close of the poll, and shall give to the agents of the candidates appointed to attend at the counting of the votes notice in writing of the time and place at which he will begin to count the same.

33. The returning officer, his assistants and clerks, the agents of the candidates, any person to whom rule 51 of this schedule applies, and no other person,

except with the sanction of the returning officer, may be present at the counting of the votes.

34. If a poll has been taken as to the election of guardians only, before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open each ballot box, and taking out the papers therein, shall count and record the number thereof, and then mix together the whole of the ballot papers contained in the ballot boxes. If polls have been taken at the same date for the election both of guardians and of urban district councillors, before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open one of the ballot boxes, and taking out the papers therein shall separate those relating to the election of guardians from any relating to the election of urban district councillors, and shall count and record the number of ballot papers relating to each election. He shall then secure the ballot papers relating to each election by placing them in separate packets under his own seal, and the seals of such of the agents of the candidates as desire to affix their seals, and shall proceed in like manner with any other ballot boxes and the papers therein. When all the ballot boxes and the papers therein have been so dealt with, he shall open all the packets of ballot papers relating to one election, and shall mix all such papers together, and shall proceed to count the votes, keeping the papers relating to any other election sealed up until he has completed such counting. He shall afterwards deal in manner aforesaid with the packets and papers relating to the other election or elections.

The returning officer, while counting and recording the number of ballot papers and counting the votes, shall keep the ballot papers with their faces upwards, and take all proper precautions for preventing any person from seeing the numbers printed on the backs of such papers.

35. The returning officer shall, so far as practicable, proceed continuously with counting the votes, allowing only time for refreshment and excluding, if and so far as he thinks it necessary, the hours between the close of the poll and nine o'clock on the succeeding morning. During the excluded time the returning officer shall place the ballot papers and other documents relating to the election under his own seal and the seals of such of the agents of the candidates as desire to affix their seals, and shall otherwise take proper precautions for the security of such papers and documents.

36. The returning officer shall endorse "Rejected" on any ballot paper which he may reject as invalid, and shall add to the endorsement "Rejection objected to," if an objection be in fact made by any agent to his decision. The returning officer shall draw up a statement showing the number of ballot papers rejected and not counted by him under the several heads of—

- (1.) Want of official mark;
- (2.) Voting for more candidates than entitled to;
- (3.) Writing or mark by which voter could be identified;
- (4.) Unmarked or void for uncertainty;

and shall on request allow any agents of the candidates to copy such statement. If the votes are counted by a deputy returning officer he shall, with the declaration of the result of the poll, report to the returning officer the number of ballot papers rejected and not counted by him, under the above heads, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it.

37. Upon the completion of the counting the returning officer shall seal up

in separate packets the counted and rejected ballot papers. He shall not open the sealed packet of tendered ballot papers or marked copy of the register of voters and counterfoils, but shall proceed, in the presence of the agents of the candidates, to verify the ballot paper account given by each presiding officer by comparing it with the number of ballot papers recorded by him as aforesaid, and the unused and spoilt ballot papers in his possession and the tendered votes list, and shall reseal each sealed packet after examination. The returning officer shall draw up a statement as to the result of such verification, and shall, on request, allow any agents of the candidates to copy it.

If the votes are counted by the deputy returning officer, he shall report to the returning officer the result of the verification, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it. He shall with his report send to the returning officer the sealed packets of counted and rejected ballot papers, and the unopened and sealed packets which he has received from any presiding officer.

38. Lastly, the returning officer shall carefully preserve for the period hereinafter mentioned all the packets of ballot papers in his possession, together with the said reports, the ballot paper accounts, tendered votes lists, lists of votes marked by the presiding officer, statements relating thereto, declarations of inability to read, and packets of counterfoils, and marked copies of registers, endorsing on each packet a description of its contents and the date of the election to which they relate, and the name of the parish for which such election was held.

39. The returning officer shall retain for six months all documents relating to an election of guardians, and then, unless otherwise directed by an order of the county court having jurisdiction in the parish or in any part thereof, or of any tribunal in which the election was questioned, shall cause them to be destroyed.

40. No person shall be allowed to inspect any rejected ballot papers in the custody of the returning officer, except under the order of the county court or tribunal aforesaid, to be granted by such court or tribunal on being satisfied by evidence on oath that the inspection or production of such ballot papers is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a petition questioning an election or return; and any such order for the inspection or production of ballot papers may be made subject to such conditions as to persons, time, place and mode of inspection or production as the court or tribunal making the same may think expedient, and shall be obeyed by the returning officer.

41. No person shall, except by order of the county court having jurisdiction in the parish or any part thereof, or of any tribunal having cognisance of any question relating to the election, open the sealed packet of counterfoils after the same has been once sealed up, or be allowed to inspect any counted ballot papers in the custody of the returning officer. Such order may be made subject to such conditions as to persons, time, place, and mode of opening or inspection as the court or tribunal making the order may think expedient: Provided that on making and carrying into effect any such order, care shall be taken that the mode in which any particular elector has voted shall not be discovered until he has been proved to have voted, and his vote has been declared by a competent court to be invalid.

42. All documents in the custody of a returning officer in pursuance of this Act, other than ballot papers and counterfoils, shall be open to public inspection at such time and under such regulations as may have been or may hereafter be prescribed by the council of the county or county borough in which the

parish is situate, and the returning officer shall supply copies of or extracts from the said documents to any person demanding the same, on payment of such fees and subject to such regulations as may have been or may hereafter be prescribed by the county council.

43. Where an order is made for the production by the returning officer of any document in his possession relating to any specified election of guardians the production by such officer or his agent of the document ordered, in such manner as may be directed by such order, or by an order of the court having power to make such first-mentioned order, shall be conclusive evidence that such document relates to the specified election; and any endorsement appearing on any packet of ballot papers produced by such returning officer or his agent shall be evidence of such papers being what they are stated to be by the endorsement. The production from proper custody of a ballot paper purporting to have been used at any election, and of a counterfoil marked with the same printed number and having a number marked thereon in writing, shall be *prima facie* evidence that the person who voted by such ballot paper was the person who at the time of such election had affixed to his name in the register of voters at such election the same number as the number written on such counterfoil.

43 (a). There shall be an appeal from any order of the county court under these rules in like manner as in other cases in such court.

General Provisions.

47. If the returning officer presides at any polling station, the provisions of this Act relating to a presiding officer shall apply to such returning officer with the necessary modifications as to things to be done by the returning officer to the presiding officer, or the presiding officer to the returning officer.

48. The returning officer may, in addition to any clerks, appoint competent persons to assist him in counting the votes.

49. No person shall be appointed by a returning officer for the purposes of an election who has been employed by any other person in or about the election.

50. The presiding officer may do, by the clerks appointed to assist him, any act which he is required or authorised to do by this Act at a polling station except ordering the arrest, exclusion, or ejection from the polling station of any person.

51. A candidate may himself undertake the duties which any agent of his, if appointed under rule 31 of this schedule, might have undertaken, and may, if he does not appoint such an agent, be present at the counting of the votes, or may himself take the place of such agent. Provided that any person acting under this rule may at any time, before so acting, make the statutory declaration as to secrecy required by rule 54 of this schedule, but he shall not so act until he has made such declaration.

52. The name and address of every agent of a candidate appointed to attend the counting of the votes shall be transmitted to the returning officer one clear day at the least before the opening of the poll; and the returning officer may refuse to admit to the place where the votes are counted any agent whose name and address has not been so transmitted, notwithstanding that his appointment may be otherwise valid, and any notice required to be given to an agent by the returning officer may be delivered at or sent by post to such address.

53. If any person appointed an agent for the purposes of attending a polling station or at the counting of the votes dies, or becomes incapable of acting during the time of the election, another agent may be appointed in his place, and notice shall forthwith be given to the returning officer in writing of the name and address of any agent so appointed.

54. Every returning officer, and every officer, clerk, or agent authorised to attend at a polling station, and also every officer, clerk, or agent authorised to attend at the counting of the votes, shall, before the opening of the poll, make a statutory declaration of secrecy, in the presence, if he is the returning officer, of a justice of the peace, and if he is any other officer or an agent, of a justice of the peace or of the returning officer; but no such returning officer, officer, clerk, or agent as aforesaid shall, save as aforesaid, be required, as such, to make any declaration or take any oath on the occasion of any election.

55. Where in this Act any expressions are used requiring or authorising or inferring that any act or thing is to be done in the presence of the agents of the candidates, such expressions shall be deemed to refer to the presence of such agents of the candidates as may be authorised to attend, and as have in fact attended at the time and place where such act or thing is being done, and the non-attendance of any agents or agent at such time and place shall not, if such act or thing be otherwise duly done, in anywise invalidate the act or thing done.

SECOND SCHEDULE TO ACT.

Note.—The forms contained in this schedule, or forms as nearly resembling the same as circumstances will admit, shall be used in all cases to which they refer and are applicable, and when so used shall be sufficient in law.

FORM OF BALLOT PAPER.

Form of Front of Ballot Paper.

ELECTION OF GUARDIANS.

Counterfoil No.

NOTE—
The counterfoil is to have a number to correspond with that on the back of the Ballot Paper.



1	BROWN (John Brown, of Water Lane, Agricultural Labourer).	
2	GREEN (Robert Green, of Mudford, Shoemaker).	
3	JONES (William David Jones, of Claygate Farm, Farmer).	
4	MERTON (Hon. George Travis, commonly called Viscount Merton, of Swanworth, Wilts, Gentleman).	
5	ROBINSON (Henry Robinson, of High Street, Grocer).	
6	SMITH (Mary Elizabeth Smith, of Lavender Cottage, Married Woman).	

of the parish of [or united parishes of or ward of the parish of], do hereby certify that the above declaration, having been first read to the above-named *A. B.*, was signed by him in my presence with his mark.

(Signed) *C. D.*,

Presiding officer for polling station for the parish of [or united parishes of or ward of the parish of].

day of , 18 .

ADAPTATION OF MUNICIPAL CORPORATIONS ACT, 1882.

[45 & 46 Vict.
c. 50.]

27.—(1.) The provisions of ss. 74 and 75 of the Municipal Corporations Act, 1882, which, with adaptations and alterations, are set out in the fourth schedule to this order, and such of the provisions of that Act as relate to the acceptance of office, re-eligibility of holders of office, and filling of casual vacancies, and are, with adaptations and alterations, set out in the fifth schedule to this order, shall, subject to such adaptations and alterations, apply to the election of guardians and to the persons elected or deemed to be re-elected thereat.

FOURTH SCHEDULE

SECTIONS 74 AND 75 OF THE MUNICIPAL CORPORATIONS ACT, 1882, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Offences in relation to Nomination Papers.

74.—(1.) If any person forges or fraudulently defaces or fraudulently destroys any nomination paper, or delivers to the returning officer any forged nomination paper, knowing it to be forged, he shall be guilty of a misdemeanour, and shall be liable to imprisonment for any term not exceeding six months, with or without hard labour.

(2.) An attempt to commit any such offence shall be punishable as the offence is punishable.

Neglect of Duty by Returning Officer or Deputy Returning Officer.

[56 & 57 Vict.
c. 73.]

75.—(1.) If a person who has undertaken to act as returning officer, or deputy returning officer, at an election of guardians, neglects or refuses to conduct or declare the election in manner provided by the Local Government Act, 1894, and the Guardians (Outside London) Election Order, 1898, he shall for every such offence be liable to a fine not exceeding one hundred pounds, recoverable by action.

(2.) An action under this section shall not lie after three months from the neglect or refusal.

FIFTH SCHEDULE.

PROVISIONS OF THE MUNICIPAL CORPORATIONS ACT, 1882, WITH RESPECT TO THE ACCEPTANCE OF OFFICE, RE-ELIGIBILITY OF HOLDERS OF OFFICE, AND FILLING OF CASUAL VACANCIES, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Obligation to accept Office or pay Fine.

34.—(1.) Every qualified person elected or deemed to be re-elected to the office of guardian, unless exempt under this section or otherwise by law, either

shall accept the office by making and subscribing the declaration required by this Act within one month after notice of being elected or deemed to be re-elected, or shall, in lieu thereof, be liable to pay to the board of guardians a fine of such amount, not exceeding fifty pounds, as the guardians by regulations determine, and such fine shall be placed to the credit of the parish for which the person was elected.

(2.) If there are no regulations determining fines, the fine shall be twenty pounds.

(3.) The persons exempt under this section are—

Any person disabled by lunacy or imbecility of mind, or by deafness, blindness, or other permanent infirmity of body, and any person who, having within five years before the day of election served the office of guardian for the parish or other area, claims exemption within ten days after notice of election or of being declared to be deemed to be re-elected.

(4.) A fine payable under this section shall be recoverable summarily.

(5.) If a person is either elected or deemed to be re-elected guardian in more than one parish or other area in the poor law union for which the election is held, he shall not accept office in respect of more than one of such areas, and if he accepts office or pays the fine for non-acceptance of office in respect of one of such areas he shall not be liable to a fine for non-acceptance of office in respect of any other of such areas.

(6.) Any person who has been nominated and elected without his consent to his nomination being previously obtained shall not be liable to a fine under this section.

Declaration on Acceptance of Office.

35. A person elected or deemed to be re-elected to the office of guardian shall not, until he has made and subscribed before two guardians of the poor law union, or the clerk to the guardians of the union, or, if he is absent from the United Kingdom, before a British consul, a declaration in the following form or in a form to the like effect, act in the office except in administering that declaration:—

FORM OF DECLARATION ON ACCEPTANCE OF OFFICE.

I, A. B., having been elected [*or* being deemed to be re-elected] guardian for the Poor Law Union of _____ in respect of the parish of _____ [*or* of the united parishes of _____, *or* of the ward of the parish of _____], hereby declare that I take the said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgment and ability.

Dated this _____ day of _____, 18 ____.

This declaration was made and subscribed before us *

Guardians of the above named union.

Power to receive Declaration.

239.—(1.) Members of the board of guardians or the clerk or a British consul shall have authority to receive the declaration required to be made by a guardian without any commission or authority other than this Act.

(2.) The declaration, if made before a British consul, shall be forthwith sent to the clerk to the guardians.

* If the declaration is made and subscribed before the Clerk or a consul, adapt form accordingly.

Penalty on acting in office without making Declaration.

41. If any person acts in the office of guardian without having made the declaration by this Act required, he shall for each offence be liable to a fine not exceeding twenty pounds, recoverable by action.

Re-eligibility of Office-holders.

37. A person ceasing to hold the office of guardian shall, unless disqualified to hold the office, be re-eligible.

Filling of Casual Vacancies.

40.—(1.) On a casual vacancy in the office of guardian, an election shall be held in accordance with the Guardians (Outside London) Election Order, 1898; and the person elected shall hold the office until the time when the person in whose place he is elected would regularly have gone out of office, and he shall then go out of office.

(2.) In case of more than one casual vacancy in the office of guardian being filled at the same election, not being the ordinary election, the guardian elected by the smallest number of votes shall be deemed to be elected in the place of him who would regularly have first gone out of office, and the guardian elected by the next smallest number of votes shall be deemed to be elected in the place of him who would regularly have next gone out of office, and so with respect to the others; and if there has not been a contested election, or if any doubt arises, the order of rotation shall be determined by the board of guardians.

(3.) Non-acceptance of office by a person elected or deemed to be re-elected creates a casual vacancy.

Time for filling Casual Vacancies.

66.—(1.) On a casual vacancy in the office of guardian, the election shall be held within one month after notice in writing of the vacancy has been given to the chairman of the board of guardians or to the clerk by two guardians.

(3.) The day of election shall be fixed by the clerk to the guardians.

(4.) Nothing in this Act shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election.

27.—(2.) In the application of Part IV. of the Municipal Corporations Act, 1882 (relating to corrupt practices and election petitions), as amended by the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:—

(a.) Such application shall be subject to the provisions of this order.

(b.) References to the election of guardians shall be substituted for references to a municipal election or to an election to a corporate office. “Parish or united parishes” and in s. 93 (2) “poor law union” shall be substituted for “borough,” “poor rate of the parish or poor rates of the united parishes” shall be substituted for “borough fund or borough rate,” “returning officer” shall be substituted for “town clerk,” and “voter”

shall mean “a parochial elector or a person who votes or claims to vote at an election of guardians.”

(c.) In the application of sub.-s. (2) of s. 89, such sub-section shall be adapted and altered so as to read as follows:—

“(2.) The security shall be to the amount of fifty pounds, unless in any case the High Court or a judge thereof, on summons, order that the same shall be to a lesser amount, or to a larger amount not exceeding three hundred pounds, and shall be given in the prescribed manner either by a deposit of money or by recognisance entered into by not more than four sureties, or partly in one way and partly in the other.”

ADAPTATION OF MUNICIPAL ELECTIONS (CORRUPT AND ILLEGAL PRACTICES) ACT, 1884.

28. In the application of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:— [47 & 48 Vict. c. 70.]

- (1.) Such application shall be subject to the provisions of this order.
- (2.) The expressions “parish or united parishes,” “returning officer at election of guardians” and “poor rate of the parish or poor rates of the united parishes” shall be deemed to be substituted in the Act for “borough,” “town clerk,” and “borough fund or rate,” respectively.
- (3.) The expression “corporate office” in the Act shall mean “the office of guardian,” and “a municipal election” shall mean “an election of one or more guardians”; and the expressions “municipal election court,” “municipal election list,” and “municipal election petition” shall be construed accordingly.
- (4.) So much of s. 13 of the Act as permits one polling agent to be employed in each polling station shall not apply, except so far as the employment of polling agents is permitted by rule 19 of this order.
- (5.) An election petition complaining of the election on the ground of an illegal practice may be presented at any time within six weeks after the day of election.
- (6.) A petition relating to the election of a guardian for a parish may be tried at any place within the poor law union in which the parish is situate.
- (7.) In s. 34 “burgess roll” shall mean “register of parochial electors.”
- (8.) Sect. 37 of the Act shall be read as if a reference to an

election of guardians was substituted for a reference to any of the elections mentioned in the first schedule to the Act.

EXPENSES.

29.—(1.) Any sum which may be payable to the returning officer in respect of his services in taking a poll in the parish, or in respect of expenses incurred in relation to such poll, shall be defrayed by the guardians of the poor law union, and shall be charged to the parish in their accounts.

(2.) Any other sum which may be payable to the returning officer in respect of his services in the conduct of the election, or in respect of expenses incurred in relation to the election, shall be defrayed by the guardians, and shall be charged to the parish, except that where any such sum shall be payable in respect of two or more parishes the same shall be apportioned between them according to the number of parochial electors registered in such parishes respectively.

(3.) If polls for the election of guardians and urban district councillors are taken together, one half of any expenses which may be payable in respect of the two polls jointly, including the remuneration of any officers employed in the conduct thereof, shall be deemed to have been incurred in relation to the poll for the election of guardians, and shall be defrayed accordingly.

PARISH IN MORE THAN ONE COUNTY.

30. If the parish is situate in more than one county, it shall for the purposes of this order be deemed to be wholly situate in the county which, according to the census last published, contains the larger part of its population.

WARD.

31. If the parish is divided into wards for the election of guardians, the rules in this order shall apply to each of such wards as if it were a parish :

Provided as follows :—

(a.) If the parish is so divided, an elector shall not be permitted to vote in more than one ward.

(b.) Any sum which, in pursuance of this rule and of rule 29, would be charged to any ward shall be charged to the parish in which the ward is situate.

UNITED PARISHES.

32.—(1.) If the parish is united with any other parish for the election of guardians, the rules in this order shall, subject as herein-

after-mentioned, apply to such parishes as if such parishes formed the parish.

(2.) In the case of any such united parishes the questions which under rule 20 the presiding officer may, and if required by any parochial elector or by any polling agent appointed under rule 19 shall, put to any elector shall be as follows:—

(a.) Are you the person entered in the parochial register for one of the united parishes, viz., the parish of _____ as follows [*read the whole entry from the register*] ?

(b.) Have you already voted at the present election of guardians in either of the united parishes of _____ and _____, or in any other parish or ward in the _____ union ?

(3.) Any sum which, in pursuance of this rule and of rule 29 would be charged to the united parishes, shall be divided between them in proportion to the number of parochial electors registered, in such parishes respectively.

PUBLICATION OF NOTICES.

33. Any public notice required by this order shall be given by posting the same on or near the principal door of each church and chapel in the parish, and in some conspicuous place or places within the parish.

MARK INSTEAD OF SIGNATURE.

34. In place of any signature required by this order, it shall be sufficient for the signatory to affix his mark, if the same is witnessed by two parochial electors.

MISNOMER.—INACCURATE DESCRIPTIONS.

35. No misnomer or inaccurate description of any person or place named in any notice or nomination paper under this order shall hinder the full operation of such notice or paper with respect to that person or place, provided the description of that person or place is such as to be commonly understood.

DEFINITION OF “URBAN PARISH” AND “ORDINARY ELECTION.”

36. In this order the expression “urban parish” means a parish situate in one or more urban districts, including any municipal borough, whether a county borough or not, and shall be deemed to include the hamlet of Penge, in the administrative county of London; and the expression “ordinary election” means the election held in any year to fill any ordinary vacancies in the guardians for urban

parishes in the poor law union, and includes any first election of guardians or election to fill a casual vacancy in the office of guardians for any urban parish in the poor law union which can be held at the time of the election to fill such ordinary vacancies.

ADAPTATION OF FORMS TO ELECTIONS OTHER THAN THE
ORDINARY ELECTION.

37. If the election is not the ordinary election, such modifications as may be necessary shall be made in the forms contained in the second schedule to this order.

This order may be cited as the "Guardians (Outside London) Election Order, 1898."

SCHEDULES.

These have been embodied in the Order.

Given under the seal of office of the Local Government Board,
this first day of January, in the year one thousand eight
hundred and ninety-eight.

(L. S.)

HENRY CHAPLIN,
President.

HUGH OWEN,
Secretary.

THE RURAL DISTRICT COUNCILLORS ELECTION ORDER, 1898.

[DATED JANUARY 1ST, 1898.]

General Order.

Rural District Councillors.

Rules as to Nomination and Election.

To the County Council of every administrative county in England and Wales, except the administrative county of London;—

To the Rural District Council of every rural district in England and Wales;—

To the Clerk to every such rural district council as aforesaid;—

And to all others whom it may concern.

Whereas by s. 20 of the Local Government Act, 1894, it is, [56 & 57 Vict. c. 73.]
amongst other things, enacted as follows:—

“20. As from the appointed day the following provisions shall apply to boards of guardians:—

* * * * *

“(2.) A person shall not be qualified to be elected or to be a guardian for a poor law union unless he is a parochial elector of some parish within the union, or has during the whole of the twelve months preceding the election resided in the union, or in the case of a guardian for a parish wholly or partly situate within the area of a borough, whether a county borough or not, is qualified to be elected a councillor for that borough, and no person shall be disqualified by sex or marriage for being elected or being a guardian. So much of any enactment, whether in a public, general or local and personal Act, as relates to the qualification of a guardian shall be repealed:

“(3.) The parochial electors of a parish shall be the electors of the guardians for the parish, and, if the parish is divided into wards for the election of guardians, the electors of the guardians for each ward shall be such of the parochial electors as are registered in respect of qualifications within the ward:

“(4) Each elector may give one vote and no more for each of any number of persons not exceeding the number to be elected:

“(5.) The election shall, subject to the provisions of this Act, be conducted according to rules framed under this Act by the Local Government Board.”

And whereas by s. 24 of the said Act it is, amongst other things, enacted as follows:—

“24.—(1.) The district council of every rural district shall consist of a chairman and councillors, and the councillors shall be elected by the parishes or other areas for the election of guardians in the district.

“(2.) The number of councillors for each parish or other area in a rural district shall be the same as the number of guardians for that parish or area.

“(3.) The district councillors for any parish or other area in a rural district shall be the representatives of that parish or area on the board of guardians, and when acting in that capacity shall be deemed to be guardians of the poor, and guardians as such shall not be elected for that parish or area.

“(4.) The provisions of this Act with respect to the qualification, election and term of office and retirement of guardians, and to the qualification of the chairman of the board of guardians, shall apply to district councillors and to the chairman of the district council of a rural district, and any person qualified to be a guardian for a union comprising the district shall be qualified to be a district councillor for the district.”

And whereas by s. 48 of the said Act it is, amongst other things, enacted as follows:—

“48.—(2) Rules framed under this Act by the Local Government Board in relation to elections shall, notwithstanding anything in any other Act, have effect as if enacted in this Act, and shall provide, amongst other things—

“(i.) for every candidate being nominated in writing by two parochial electors as proposer and seconder and no more;

“(ii.) for preventing an elector at an election for a union or for a district not a borough from subscribing a nomination paper or voting in more than one parish or other area in the union or district.

“(iv.) for fixing or enabling the county council to fix the day of the poll and the hours during which the poll is to be kept open, so, however, that the poll shall always remain open between the hours of six and eight in the evening;

“(v.) for the polls at elections held at the same date and in the same area being taken together, except where this is impracticable.

“(vi.) for the appointment of returning officers for the elections.”

“(3.) At every election regulated by rules framed under this Act the poll shall be taken by ballot, and the Ballot Act, 1872, and the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, and sections seventy-four and seventy-five and Part IV. of the Municipal Corporations Act, 1882, as amended by the last-mentioned Act (including the penal provisions of those Acts) shall, subject to adaptations, alterations and exceptions made by such rules, apply in like manner as in the case of a municipal election. Provided that—

“(a.) section six of the Ballot Act, 1872, shall apply in the case of such elections, and the returning officer may, in addition to using the schools and public rooms therein referred to free of charge for taking the poll, use the same free of charge for hearing objections to nomination papers and for counting votes; and

“(b.) section thirty-seven of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, shall apply as if the election were an election mentioned in the first schedule to that Act.

“(4.) The provisions of the Municipal Corporations Act, 1882, and the enactments amending the same, with respect to the expenses of elections of

[35 & 36 Vict.
c. 33.
47 & 48 Vict.
c. 70.
45 & 46 Vict.
c. 50.]

councillors of a borough, and to the acceptance of office, . . . re-eligibility of holders of office, and the filling of casual vacancies, and section fifty-six of that Act shall, subject to the adaptations, alterations and exceptions made by the said rules, apply in the case of guardians and of district councillors of a county district not a borough.

* * * * *

“ Provided that— * * *

“(b.) Nothing in the enactments applied by this section shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election ; and

“(c.) the rules may provide for the incidence of the charge for the expenses of the election of guardians being the same as heretofore.”

And whereas by the Rural District Councillors (Additional Councillors) Election Order, 1895, and the Rural District Councillors Casual Vacancies Election Order, 1895, we prescribed rules for the first election of any additional rural district councillors for any rural parish in England and Wales, and the first election of a rural district councillor or councillors to be appointed for any rural parish which might thereafter be constituted, and for every election to be held to fill a casual vacancy in the office of rural district councillor in any rural parish in England and Wales :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us in that behalf, do hereby rescind the said Rural District Councillors (Additional Councillors) Election Order, 1895, and the said Rural District Councillors Casual Vacancies Election Order, 1895, except as regards any election the proceedings in respect of which have been already commenced :

And we do hereby order that, subject to any directions which may be given by us, and until we otherwise order, the following rules shall apply to, and shall be observed in connection with, elections of rural district councillors as hereinafter set forth ; that is to say—

(a.) The election held in any year to fill any ordinary vacancies in the rural district councillors for any rural parish in England and Wales ;

(b.) The first election of any additional rural district councillors for any rural parish or parishes in England and Wales, and the first election of a rural district councillor or councillors to be elected for any such rural parish which may hereafter be constituted ; and

- (c.) Every election which may be held to fill a casual vacancy in the office of rural district councillor in any rural parish in England and Wales.

RETURNING OFFICER.

1.—(1.) The clerk to the rural district council of the rural district in which the parish is situate or with which it is co-extensive shall be the returning officer, or if there is more than one such clerk, then the person who acts as such clerk for the purposes of the Public Health Act, 1875.

[38 & 39 Vict.
c. 55.]

(2.) If the clerk is unwilling to act as returning officer, or if the office of clerk is vacant at the time when any duty relative to the election has to be performed by the returning officer, or if the clerk from illness or other sufficient cause is unable to perform such duty, the rural district council shall appoint some other person to act as returning officer or to perform such of the duties of the returning officer as then remain to be performed, as the case may be, but the same person shall in all cases be the returning officer at the election of the rural district councillors and of any parish councillors to be elected at the same date in the parish.

(3.) The returning officer shall appoint some place within the union or rural district in which the parish is situate as an office for the purpose of the election.

(4.) The returning officer may, in writing, appoint a fit person to be his deputy for all or any of the purposes relating to the election of rural district councillors, and shall appoint such a deputy in the case and for the purposes mentioned in rule 19 of this order. A deputy returning officer shall have all the powers, duties, and liabilities of the returning officer in relation to the matters in respect of which he is appointed as deputy.

(5.) The same person shall act as deputy returning officer in the respect of the election both of rural district councillors and of any parish councillors to be elected at the same date in the parish.

DAY OF ELECTION.

2.—(1.) The day of the election of rural district councillors in the parish shall be that prescribed or defined for the purpose by the first schedule to this order.

(2.) Provided that the day of election of rural district councillors in the parish and the day of the poll for the election of any parish councillors to be elected at the same date in the parish shall be the same.

FIRST SCHEDULE.

(a.)—TIMES FOR THE PROCEEDINGS AT THE ORDINARY ELECTION OF RURAL DISTRICT COUNCILLORS IN ANY YEAR.

Proceeding.	Time.
1. Notice of Election	Not later than the second Friday in March, or, if the first Monday in April is Easter Monday the first Friday in March.
2. Receipt of Nomination Papers ...	Not later than twelve o'clock at noon on the following Thursday.
3. Sending notice of decision as to validity of Nomination Papers.	Not later than the following Friday.
4. Making out Statement as to persons nominated.	Not later than the following Saturday.
5. Withdrawal of Candidates	Not later than twelve o'clock at noon on the following Tuesday.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election	The first Monday in April, or if that is Easter Monday, the last Monday in March; or, in either case, such other day not being earlier than the preceding Saturday, or later than the following Wednesday, as may for special reasons be fixed by the County Council.

(b.)—TIMES FOR THE PROCEEDINGS AT FIRST ELECTIONS OF RURAL DISTRICT COUNCILLORS, OR AT ELECTIONS TO FILL CASUAL VACANCIES, IF NOT HELD AT THE TIME OF THE ORDINARY ELECTION.

Proceeding.	Time.
1. Notice of Election	Not later than fourteen days before the day of Election.
2. Receipt of Nomination Papers ...	Not later than twelve o'clock at noon on the fourth day after the day on which the Notice of Election was given.
3. Sending notice of decision as to validity of Nomination Papers... }	Not later than the day after the last day for the receipt of Nomination Papers.
4. Making out Statement as to persons nominated }	
5. Withdrawal of Candidates	Not later than twelve o'clock at noon on the fourth day after the last day for the receipt of Nomination Papers.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election	In the case of First Elections :— Such day as may be fixed by the Returning Officer, but so that, subject to any special provision in the Order assigning any additional Councillors or constituting the new Parish, as the case may be, it shall not be later than six weeks from the date when such Order comes into operation. In the case of Elections to fill Casual Vacancies :— Such day as may be fixed by the Clerk to the District Council, in pursuance of section 66 of the Municipal Corporations Act, 1882, as altered and adapted by the Fifth Schedule to this Order.

[45 & 46 Vict.
c. 50.]

NOTICE OF ELECTION.

3.—(1.) Not later than the day prescribed for that purpose by the first schedule to this order, the returning officer shall prepare and sign a notice of the election of rural district councillors in the parish or parishes in which the election is to be held, and shall cause notice to be given of the same in accordance with rule 31 of this order in each such parish. The notice shall be in the form No. 1 in the second schedule to this order, or in a form to the like effect.

SECOND SCHEDULE.

NOTE.—If the election is not the ordinary election, such modifications as may be necessary should be made in the forms in this schedule (rule 35).

FORM NO. 1.—NOTICE OF ELECTION.

Rural district of _____
 Election of rural district councillors
 for the several parishes, united parishes and wards of parishes [*as the case may be*], hereinafter mentioned.

NOTICE IS HEREBY GIVEN THAT—

* If the day of election is not the same for all the parishes, united parishes and wards, adapt form accordingly.

† Insert here the names of the parishes, united parishes and wards of parishes, with the number of rural district councillors to be elected for each. A tabular form may be used if preferred.

1.* The day of election of rural district councillors for the said parishes, united parishes and wards of parishes [*as the case may be*], will be _____, the _____ day of _____, 18 ____.

2. The number of rural district councillors to be elected for the said parishes, united parishes and wards [*as the case may be*] is as follows † :—

3. Each candidate for election as a rural district councillor must be nominated in writing, and the nomination paper must be sent to me, so that it shall be received at _____ (which is my office for the purpose of the election) not later than twelve o'clock at noon on _____, the _____ day of _____, 18 ____.

4. A parochial elector must not sign more nomination papers than there are rural district councillors to be elected for the parish or united parishes or ward [*as the case may be*], and he must not sign a nomination paper for any parish or united parishes or ward unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign nomination papers for more than one parish or group of united parishes or ward in the rural district.

5. Forms of nomination paper may be obtained, free of charge, either from me at the above-named office, or from the overseers of the parish or either of the united parishes for which a nomination is proposed to be made.

6. The nomination paper must be in the following form, or in a form to the like effect :—

FORM OF NOMINATION PAPER.

Rural district of _____
 Election of rural district councillors
 for the parish of _____ [*or for the united parishes of _____ or for the ward of the parish of _____*] in the year 18 ____.

We, the undersigned, being respectively parochial electors of the said parish [or united parishes or ward], do hereby nominate the under-mentioned person as a candidate at the said election :—

Names of Candidate.		Place of Abode.	Description.	How qualified (specify qualification according to direction in Instruction 5).
Surname.	Other Names in full.			
1.	2.	3.	4.	5.

Signature of proposer _____
 Place of abode _____
 Signature of seconder _____
 Place of abode _____

INSTRUCTIONS FOR FILLING UP NOMINATION PAPER.*

* These instructions form part of the nomination paper.

(1.) The surname of only one candidate for election must be inserted in column 1.

(2.) The other names of the candidate must be inserted in full in column 2.

(3.) Insert in column 3 the place of abode of the candidate.

(4.) In column 4 state the occupation, if any, of the candidate. If the candidate has no occupation, insert some such description as "gentleman," or "married woman," or "spinster," or "widow," as the case may be.

(5.) If the candidate is a parochial elector of some parish within the union in which the rural district or the part of the rural district comprising the parish is situate (that is, if his or her name is registered in the register of parochial electors of such parish) insert in column 5 "parochial elector of parish of _____." If the candidate is not a parochial elector of some parish in that union, but he or she has, during the whole of the twelve months preceding the election, resided in the union, insert in column 5 "Residence." If the candidate is not a parochial elector of some parish within the union, and has not during the whole of the twelve months preceding the election resided in the union, but he is qualified to be elected a councillor for some municipal borough wholly or partly situate in the union, insert in column 5 "Qualified to be elected councillor of borough of _____." If the candidate has more than one of these qualifications, it will be sufficient to insert in column 5 one of his or her qualifications, but more may be inserted.

(6.)—(1.) The paper must be signed by two parochial electors of the parish [or united parishes or ward], and no more; by one as proposer, and by the other as seconder. The places of abode of the proposer and seconder must also be inserted. Instead of signing, the proposer or seconder may affix his mark, if it is witnessed by two parochial electors.

(2.) A parochial elector must not sign more nomination papers than there are rural district councillors to be elected for the parish [or united parishes or ward], and he must not sign a nomination paper for any parish [or united parishes or ward] unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign a nomination paper in more than one parish [or group of united parishes or ward] in the rural district.

7. Not later than _____, the _____ day of _____, 18____, I shall cause a copy of a statement containing the names, places of abode, and descriptions of the persons nominated for the office of rural district councillor for the said parishes, united parishes and wards, and also containing a notice of my decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not, to be suspended in the board room of the guardians of the union in which the said parishes, united parishes and wards are situate, and another to be affixed on the principal external gate or door of every workhouse of the union [and of the building in which the board room of the guardians is comprised].†

† If the board-room is at the workhouse, omit these words.

8. Any candidate nominated for election may, not later than twelve o'clock at noon on _____, the _____ day of _____, 18____, withdraw his candidature by delivering or causing to be delivered at my office for the purposes of the election a notice in writing of such withdrawal, signed by him.

9.* If the number of candidates who are validly nominated for any parish, united parishes or ward, and whose candidature is not withdrawn, exceeds that of the persons to be elected, a poll will be taken on _____ the _____ day of _____, 18____, of which due notice will be given.

* If the day of the election is not the same for all the parishes, united parishes and wards, adapt form accordingly.

Dated this _____ day of _____ 18____.

Returning Officer.

Office for purpose of Election.

NOMINATION OF CANDIDATES.

4.—(1.) Each candidate for election as a rural district councillor shall be nominated in writing.

(2.) The nomination paper shall state the name of the parish or other area for which the candidate is nominated, the surname and other name or names in full of the candidate, and his place of abode and description, and whether he is qualified as a parochial elector of some parish within the poor law union in which the rural district or the part of the rural district containing the parish or other area is comprised, or by having during the whole of the twelve months preceding the election resided in the union, or by being qualified to be a councillor for a borough wholly or partly situate within the union. It shall be signed by two parochial electors of the parish or other area, as proposer and seconder, and no more, and shall state their respective places of abode. It shall be in the form set out in the notice in the form No. 1 in the second schedule to this order, or in a form to the like effect.

(3.) The name of more than one candidate shall not be inserted in any one nomination paper.

(4.) A parochial elector shall not sign more nomination papers than there are rural district councillors to be elected for the parish or other area in the rural district for which the election is to be held. He shall not sign a nomination paper for any parish or other area unless he is registered as a parochial elector in respect

of a qualification therein. Neither shall he sign nomination papers for more than one parish or other area in the rural district.

(5.) If any parochial elector shall sign nomination papers for more than one parish or other area in the rural district or shall sign a larger number of nomination papers than the number of rural district councillors to be elected for the parish or other area, such of the nomination papers signed by him as relate to the first parish or other area for which a nomination paper signed by him is received by the returning officer shall alone be valid, and of the nomination papers signed by him which relate to that parish or other area such as are first received by the returning officer up to the number of rural district councillors to be so elected shall alone be valid. Provided that for the purposes of this paragraph, nomination papers not properly filled up and signed shall be excluded.

NOMINATION PAPERS TO BE PROVIDED.

5.—The returning officer shall provide nomination papers, and shall furnish the overseers of the parish with a supply thereof. Any parochial elector may obtain nomination papers from either the returning officer or the overseers free of charge.

TIME FOR SENDING IN NOMINATION PAPERS.

6.—Every nomination paper shall be sent to the returning officer so that it shall be received at his office within the time prescribed for that purpose by the first schedule to this order. A nomination paper received after that time shall not be valid. The returning officer shall note on each nomination paper whether it was received before or after that time.

DEALING WITH NOMINATIONS BY RETURNING OFFICER.

7.—(1.) The returning officer shall number the nomination papers in the order in which they are received by him ; and the first valid nomination paper received for a candidate shall be deemed to be the nomination of that candidate.

(2.) The returning officer shall, as soon as practicable after the receipt of any nomination paper, examine and decide whether it has or has not been properly filled up and signed by two parochial electors of the parish or other area, and whether it is or is not invalid under rule 4 (5) or rule 6. His decision that a nomination paper has been so filled up and signed, and is not invalid as aforesaid, shall be final, and shall not be questioned in any proceeding whatever.

(3.) If the returning officer shall decide that a nomination paper

is invalid, he shall put a note on it to this effect, stating the grounds of his decision, and he shall sign such note.

(4.) After deciding that the nomination of any candidate is valid, or (except where a nomination of any candidate has been decided to be valid) that a nomination paper for the candidate is invalid, the returning officer shall, not later than the day prescribed for that purpose by the first schedule to this order, send, by post or otherwise, notice of his decision to the candidate.

STATEMENT AS TO PERSONS NOMINATED.

8.—Not later than the day prescribed for that purpose by the first schedule to this order, the returning officer shall make out a statement in the Form No. 2 in the second schedule to this order, or in a form to the like effect, containing the names, places of abode, and descriptions of the persons nominated as rural district councillors for the parish or the several parishes for which the election is to be held, and also containing a notice of his decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not. He shall forthwith cause a copy thereof to be suspended in the board room of the guardians of the poor law union in which any of these parishes are situate, and another to be affixed on the principal external gate or door of every workhouse of such union, and, if the board room of the guardians is not situate at any such workhouse, on the external gate or door of the building in which the board room is comprised.

FORM NO. 2.—STATEMENT AS TO PERSONS NOMINATED.

Rural district of

The following is a statement as to the persons nominated for election as rural district councillors for the several parishes, united parishes and wards of parishes [*as the case may be*] in the above-named rural district for which an election is to be held in the year 18 :—

Parishes [United Parishes and Wards].	Persons nominated.			Decision of Returning Officer that Candi- date has not been nominated by a valid nomination paper.
	Names (Surnames first).	Places of Abode.	Descriptions.	
1.	2.	3.	4.	5.

The candidates opposite whose names no entry is made in column 5 have been validly nominated.

Dated this day of , 18 .

Returning Officer.

Office for purpose of Election.

WITHDRAWAL OF CANDIDATE.

9.—Any candidate may withdraw his candidature by delivering or causing to be delivered at the office of the returning officer, within the time prescribed for that purpose by the first schedule to this order, a notice in writing of such withdrawal, signed by him.

RELATION OF NOMINATION TO ELECTION.

10.—Section 56 of the Municipal Corporations Act, 1882, shall be altered and adapted in its application to the election of rural district councillors in the parish so as to provide as follows:—

[45 & 46 Vict.
c. 50.]

- (1.) If the number of candidates who receive valid nominations and who do not withdraw their candidature under rule 9 exceeds that of the persons to be elected as rural district councillors, the councillors shall be elected from amongst the persons nominated.
- (2.) If the number of valid nominations does not exceed the number of rural district councillors to be elected, or if, by the withdrawal of any candidate as provided by rule 9, the number of candidates for the parish is reduced to a number not exceeding the number to be elected, or if the number of candidates is otherwise so reduced, the returning officer shall, as early as practicable, give public notice in the parish in accordance with rule 31 of this order to the effect that no poll will be taken, and that the candidates, or the remaining candidates, as the case may be, will be declared to be elected; and also, in the case of the ordinary election, if the number of such candidates is less than the number of rural district councillors to be elected, that such of any retiring councillors for the parish as were highest on the poll at their election, or, if the poll was equal or there was no poll, as shall have been selected for that purpose by the returning officer by lot to make up the required number, will be declared to be deemed to be re-elected.
- (3.) If there is no valid nomination, the returning officer shall, as early as practicable, give public notice in the parish in accordance with rule 31 of this order that no poll will be taken, and, in the case of the ordinary election, that the retiring councillors will be declared to be deemed to be re-elected.
- (4.) The returning officer shall forthwith send, by post or otherwise, a copy of any notice under this rule to each of the persons who will be declared to be elected or to be deemed to be re-elected.

- (5.) The notice shall be in the form No. 3 or the form No. 4, as the case may be, in the second schedule to this order, or in a form to the like effect.

FORM NO. 3.—NOTICE THAT NO POLL WILL BE TAKEN.

Rural district of

Parish of [or ward of the parish of , or united parishes of].

Whereas the following candidates have been duly nominated for election as rural district councillors for the said parish [or ward or united parishes]:—

[Insert names, places of abode, and descriptions of candidates.]

And whereas the number of those

[or And whereas [insert name or names] has [or have] since withdrawn his [or their] candidature [or if some other event has occurred causing a person to cease to be a candidate state what it is], and the number of the remaining] candidates is [equal to or less than] the number of persons, namely , to be elected as rural district councillors for the said parish [or ward or united parishes].

I do hereby give notice that a poll will not be taken, and that [insert names] will be declared elected as rural district councillors for the said parish [or ward or united parishes],* and also that [insert names] retiring rural district councillors for the said parish [or ward or united parishes], will be declared to be deemed to be re-elected.

Dated this day of , 18 .

Returning Officer.

FORM NO. 4.—NOTICE WHERE NO CANDIDATES ARE NOMINATED.

Rural district of

Parish of [or ward of the parish of , or united parishes of].

I do hereby give notice that no candidate has been duly nominated for election as a rural district councillor for the said parish [or ward or united parishes],* and that [insert names] the retiring rural district councillors for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

Dated this day of , 18 .

Returning Officer.

DAY AND HOURS OF POLL.

11.—(1.) The poll, if any, shall be held on the day of election as prescribed or defined by the first schedule to this order, and the hours during which the poll shall be open shall be such as shall be fixed by the county council by any general or special order, or if no such order is in force in the parish, then such hours as were applicable at the

* If the number of candidates or remaining candidates is equal to the number to be elected, or if the election is a first election or is to fill a casual vacancy, omit from * to the end of the sentence

* If the election is a first election, or is to fill a casual vacancy, omit from * to the end of the sentence.

last ordinary election of parish councillors or rural district councillors in the parish, so, however, that the poll shall always be open between the hours of six and eight in the evening.

(2.) Provided that the hours during which any poll shall be open for the election of rural district councillors and of any parish councillors for the parish shall be the same.

POLLING DISTRICTS.

12.—(1.) (a.) If the parish is divided into polling districts for the election of county councillors or of parish councillors, the whole of each such district being comprised in the parish, and the lists of parochial electors are made out in separate parts for such districts, each district shall be a polling district for the election of rural district councillors.

(b.) If the parish is not so divided, but is divided into wards for the election of parish councillors, each ward shall be a polling district for the election of rural district councillors.

(c.) If neither paragraph (a.) nor paragraph (b.) of this rule applies to the parish, the returning officer may, if he thinks fit, divide the parish into polling districts for the election of rural district councillors, but each district shall consist of an area for which a separate list of parochial electors will be available; provided that the parish shall not be divided into polling districts, if the population thereof, according to the census last published, is not three hundred or upwards.

(d.) The polling districts for the election of rural district councillors and of any parish councillors to be elected at the same date in the parish shall be the same.

(2.) If the parish is divided into polling districts, each parochial elector shall give his vote in the polling district in which the property in respect of which he is entitled to vote is situate, and if it is situate in more than one polling district, he may vote in any one (but in one only) of the polling districts in which it is situate.

POLLING PLACES AND STATIONS.

13.—The returning officer shall determine the number and situation of the polling places and polling stations.

Provided as follows:—

(a.) No premises licensed for the sale of intoxicating liquor shall be used for a polling station;

(b.) The same polling stations shall be used for the election of rural district councillors and of any parish councillors to be elected at the same date in the parish;

- (c.) Where the number of parochial electors in the parish, or (if the parish is divided into polling districts) in any polling district, is not more than five hundred, only one polling station shall, unless the county council otherwise direct, be provided for the parish or polling district; and so on for each additional five hundred parochial electors, or for any less number of parochial electors over and above the last five hundred.

NOTICE OF POLL.

14.—(1.) If a poll has to be taken, the returning officer shall, within the time prescribed for that purpose by the first schedule to this order, give public notice thereof in accordance with rule 31 of this order. The notice shall specify—

- (a.) the day and hours fixed for the poll;
- (b.) the number of rural district councillors to be elected for the parish;
- (c.) the names, place of abode, and description of each candidate for the parish whom he has decided to have been nominated by a valid nomination paper, and who has not withdrawn his candidature;
- (d.) the names of the proposer and seconder who signed the nomination paper of each candidate;
- (e.) a description of the polling districts, if any; and
- (f.) the situation and allotment of the polling places and polling stations, and the description of the persons entitled to vote thereat.

(2.) The notice shall be in the form No. 5 in the second schedule to this order, or in a form to the like effect.

(3.) If polls are to be taken in the parish as to the election of both rural district councillors and parish councillors, the returning officer may, if he thinks fit, give one notice only for both polls, and such notice shall be in the form No. 6 in the second schedule to this order, or in a form to the like effect.

FORM NO. 5.—NOTICE OF POLL.

[This form relates to a poll for the election of rural district councillors only.]

Rural district of

Election of rural district councillors

in the year 18 .

Parish of [or ward of the parish of , or
united parishes of]

NOTICE IS HEREBY GIVEN—

1. That a poll for the election of rural district councillors for the above-named parish [or ward or united parishes] will be held on the _____ day of _____, 18____, between the hours of _____ and _____.

2. That the number of rural district councillors to be elected for the parish [or ward or united parishes] is _____.

3. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders, are as follows:—

Names of Candidate (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

* Insert particulars as to each candidate for the parish or ward or united parishes whose nomination is valid, and who has not withdrawn his candidature.

4.†—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

(2.) The polling districts are as follows:—

5. † The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows:—

6. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election will be [insert colour].

† If the parish or ward or united parishes are not divided into polling districts for the purposes of the election, paragraph 4 should be omitted.

† If only one polling place or station, adapt form accordingly.

Dated this _____ day of _____ 18____.

Returning Officer.

Office for purpose of Election.

FORM NO. 6.—NOTICE OF POLL.

[This form relates to a poll for the election of parish councillors and rural district councillors for the same area.]

Election of parish and rural district councillors

for the parish of _____ [or for the _____ ward of the parish of _____] in the year 18____.

NOTICE IS HEREBY GIVEN—

1. That polls for the election of parish and rural district councillors for the above-named parish [or ward] will be held on _____, the _____ day of _____, 18____, between the hours of _____ and _____.

2. That the number of parish councillors to be elected for the parish [or ward] is _____.

3. That the number of rural district councillors to be elected for the parish [or ward] is _____.

4. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders, are as follows:—

As PARISH COUNCILLOR[s].

Names of Candidate (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

* Insert particulars as to each candidate, whose name was put to the parish meeting, and who has not withdrawn his candidature.

As RURAL DISTRICT COUNCILLOR[s].

Names of Candidate (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

† If the parish or ward is not divided into polling districts for the purposes of the election, paragraph 5 should be omitted.

5.†—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

(2.) The polling districts are as follows:—

* If only one polling place or station, adapt form accordingly.

6.* The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows:—

7. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election of parish councillors will be [*insert colour*], and in the election of rural district councillors will be [*insert colour*].

Dated this day of , 18 .

Returning Officer.

Office for purpose of Election.

PRESIDING OFFICERS.

15.—The returning officer, or some person appointed by him for the purpose, shall preside at each polling station. The person presiding at any polling station shall be called the presiding officer.

Provided as follows:—

- (a.) At any polling station the same person shall act as presiding officer for the election of rural district councillors and of any parish councillors to be elected at the same date in the parish.
- (b.) In making appointments under this rule the returning officer shall, as far as practicable, secure the services of suitable persons resident in the parish, so as to diminish expense.

COMPARTMENTS OF POLLING STATIONS.—BALLOT PAPERS.

16.—The returning officer shall furnish every polling station with a sufficient number of compartments in which the voters can mark their votes screened from observation, and shall furnish each presiding officer with such number of ballot papers as may be necessary for effectually taking the poll at the election.

POLLING AGENTS.

17.—If there are only two candidates, each of them may, in writing, appoint a polling agent for each polling station, who may be paid or unpaid. If there are more than two candidates, any number of them, being not less than one-third of the whole number of the candidates, may, in writing, appoint one polling agent for each polling station, who may be paid or unpaid. Any such appointment shall be delivered at the office of the returning officer not less than two clear days before the day of the poll. Except as aforesaid, no polling agent, whether paid or unpaid, shall be appointed for the purposes of the election.

PROHIBITION OF VOTING IN MORE THAN ONE PARISH.—

QUESTIONS TO ELECTOR.

18.—(1.) An elector shall not vote in more than one parish in the district.

(2.) The presiding officer may, and if required by any parochial elector of the parish, or any polling agent appointed under rule 17, shall, put to any elector at the time of his applying for a ballot paper, but not afterwards, the following questions, or one of them, and no other:—

- (a.) Are you the person entered in the parochial register for this parish [*or ward*] as follows [*read the whole entry from the register*]?
- (b.) Have you already voted at the present election of rural district councillors in this or any other parish or ward in the rural district of ?

(3.) A person required to answer either of these questions shall not receive a ballot paper or be permitted to vote until he has answered it.

COUNTING THE VOTES.

19.—(1.) The returning officer, when he does not act as a presiding officer at any polling station for the parish, shall appoint the presiding officer or some one of the presiding officers to act as deputy returning officer for the parish, as regards the custody and opening of the ballot boxes, the counting and recording of the votes, and the declaration of the number of votes given for each candidate, and of the election of the candidate or candidates to whom the largest number of votes has been given. The person so appointed shall, in addition to his other powers and duties, have all the powers and duties of the returning officer in relation to the decision of any question as to any ballot paper and otherwise as to the ballot papers. Provided that, if the parish is divided into wards for the election either of rural district councillors or of parish councillors, but not for both elections, or, if the parish is so divided for both elections, and the wards are not the same for both elections, one deputy returning officer shall act under this rule for the whole of the parish.

(2.) The same person shall act as deputy returning officer in respect of the election both of rural district councillors and of any parish councillors to be elected at the same date for the parish.

(3.) The votes shall be counted in the parish or in some place near thereto as soon as practicable after the close of the poll.

EQUALITY OF VOTES.

20.—If an equality of votes is found to exist between any candidates, and the addition of a vote would entitle any of such candidates to be declared elected, the returning officer or deputy returning officer, as the case may be, may, if a parochial elector of the parish, give such additional vote in writing, but shall not otherwise be entitled to vote at the election. If in such a case the returning officer or deputy returning officer, as the case may be, is not a parochial elector of the parish, or is unwilling to vote, he shall determine by lot which of the candidates whose votes are equal shall be elected.

WHO TO BE DEEMED TO FILL CASUAL VACANCIES AT ORDINARY ELECTIONS.

21.—In the event of one or more casual vacancies being filled at the ordinary election where there is a poll, the persons elected by the fewest votes shall be deemed elected to fill such vacancies.

Should there be an equality of votes between such persons, the rural district council shall determine by ballot which of such persons shall be deemed elected to fill the casual vacancy. If the persons elected to fill the casual vacancies will hold office for different periods, the person elected by the fewest votes, or if the votes were equal, the person selected by the rural district council by ballot from the persons so elected shall hold office for the shorter period. Where there is no poll the person or persons to be deemed to be elected to fill the casual vacancy or vacancies shall be determined by the rural district council by ballot.

DECLARATION OF RESULT OF POLL.

22.—(1.) The declaration of the result of the poll shall be in the form No. 7 in the second schedule to this order, or in a form to the like effect.

(2.) The returning officer or deputy returning officer, as the case may be, making the declaration shall forthwith cause a copy of it to be affixed on the front of the building in which the votes have been counted. If the declaration is made by a deputy returning officer, he shall forthwith send it to the returning officer.

FORM NO. 7.—DECLARATION OF RESULT OF POLL.

Rural district of
Election of rural district councillors
in the year 18 .

Parish of [or ward of the parish of
or united parishes of].

I, the undersigned, being the returning officer [or deputy returning officer duly authorised in that behalf] at the poll for the election of rural district councillors for the said parish [or ward or united parishes] held on the day of , 18 , do hereby give notice that the number of votes recorded for each candidate at the election is as follows :—

Names of Candidates.		Places of Abode.	Number of Votes Recorded.
Surnames.	Other Names.		

And I do hereby declare that the said
are duly elected rural district councillors for the said parish [or ward or united parishes].

Dated this day of , 18 .

Returning Officer
[or Deputy Returning Officer].

PUBLICATION OF RESULT OF ELECTIONS.

23.—(1.) The returning officer shall prepare and sign in duplicate a notice of the result of the elections in all the parishes in the district for which elections are held, and shall by such notice declare to be elected or to be deemed to be re-elected the persons who, under rule 10, are to be declared to be elected or to be deemed to be re-elected without a poll being taken. The notice shall be in the form No. 8 in the second schedule to this order, or in a form to the like effect.

(2.) One of these notices shall be sent by the returning officer, as early as practicable, to the clerk to the rural district council, and the other to the clerk to the guardians of the union comprising the rural district or the part of a rural district; and copies of the notice shall be sent by the returning officer to the persons elected or deemed to be re-elected.

(3.) The returning officer shall also send a sufficient number of copies of the notice to the overseers of all the parishes in the rural district for which elections are held, and the overseers of every such parish shall cause public notice to be given thereof in accordance with rule 31 of this order.

FORM NO. 8.—NOTICE OF RESULT OF ELECTIONS.

Rural district of
Election of rural district councillors
in the year 18 .

I, the undersigned, being the returning officer at the election of rural district councillors for the said district, do hereby give notice that the candidates whose names are entered in column 6 of the statement hereunder, opposite to the names of parishes, wards, and united parishes in which polls have been taken, have been declared duly elected rural district councillors; and I hereby declare that the persons whose names are entered in the said column [*or in column 7*]* opposite to the names of parishes, wards, and united parishes where no polls have been taken were duly elected [*or are to be deemed to be re-elected*]* rural district councillors for the same.

* If the election is a first election, or is to fill a casual vacancy, omit these words and column 7.

Parishes, Wards, and United Parishes.	Names of Candidates.		Places of Abode.	Number of Votes recorded.	Names of Candidates elected.	Names of retiring Councillors deemed to be re- elected.
	Surnames.	Other Names.				
1.	2.	3.	4.	5.	6.	7.

Dated this day of , 18 .

Returning Officer.

APPLICATION AND ADAPTATION OF BALLOT ACT, 1872.

24.—The provisions of the Ballot Act, 1872, which, with adaptations and alterations, are set out in the third schedule to this order, and only such provisions of that Act, shall, subject to such adaptations and alterations, apply to the election of rural district councillors in like manner as in the case of a municipal election. [35 & 36 Vict.
c. 33.]

Provided as follows:—

- (a.) Such application shall be subject to the provisions of this order.
- (b.) If an election of rural district councillors and of any parish councillors is held in the parish at the same date, one ballot box may, if the returning officer thinks fit, be used for the two elections; but if separate ballot boxes are used for the two elections respectively, no vote for any rural district councillor shall be rendered invalid by the ballot paper being placed in the box intended for the reception of ballot papers for parish councillors.
- (c.) The ballot papers used at the election of rural district councillors for the parish shall be of a different colour from that of any ballot papers used in the election of parish councillors held in the parish at the same date.

THIRD SCHEDULE.

PROVISIONS OF THE BALLOT ACT, 1872, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF RURAL DISTRICT COUNCILLORS.

PROCEDURE AT ELECTIONS OF RURAL DISTRICT COUNCILLORS.

Poll at Elections.

2. The ballot of each voter shall consist of a paper (in this Act called a ballot paper) showing the names and description of the candidates. Each ballot paper shall have a number printed on the back, and shall have attached a counterfoil with the same number printed on the face. At the time of voting, the ballot paper shall be marked on both sides with an official mark, and delivered to the voter within the polling station, and the number of such voter on the register of voters shall be marked on the counterfoil, and the voter having secretly marked his vote on the paper, and folded it up so as to conceal his vote, shall place it in a closed box in the presence of the officer presiding at the polling station (in this Act called "the presiding officer") after having shown to him the official mark at the back.

If in the register of parochial electors for a parish the same number is placed opposite to the name of more than one parochial elector, the returning officer shall put a distinguishing mark on each part of the register which contains numbers used in other parts of the register, and when the number of any voter on any part of the register is entered on the counterfoil of a ballot paper the mark on that part shall also be entered thereon.

Any ballot paper which has not on its back the official mark, or on which votes are given to more candidates than the voter is entitled to vote for, or on which anything, except the said number on the back, is written or marked by which the voter can be identified, shall be void and not counted.

After the close of the poll the ballot boxes shall be sealed up, so as to prevent the introduction of additional ballot papers, and shall be taken charge of by the returning officer, and that officer shall, in the presence of such agents, if any, of the candidates as may be in attendance, open the ballot boxes, and ascertain the result of the poll by counting the votes given to each candidate, and shall forthwith declare to be elected the candidates or candidate to whom the majority of votes have been given. The decision of the returning officer as to any question arising in respect of any ballot paper shall be final, subject to reversal on petition questioning the election or return.

OFFENCES.

Offences in respect of Ballot Papers and Ballot Boxes.

3. Every person who—

- (1.) Forges or counterfeits or fraudulently defaces or fraudulently destroys any ballot paper, or the official mark on any ballot paper; or
- (2.) Without due authority supplies any ballot paper to any person; or
- (3.) Fraudulently puts into any ballot box any paper other than the ballot paper which he is authorised by law to put in; or
- (4.) Fraudulently takes out of the polling station any ballot paper; or
- (5.) Without due authority destroys, takes, opens, or otherwise interferes with any ballot box or packet of ballot papers then in use for the purposes of the election;

shall be guilty of a misdemeanor, and be liable, if he is a returning officer or an officer or clerk in attendance at a polling station, to imprisonment for any term not exceeding two years, with or without hard labour, and if he is any other person, to imprisonment for any term not exceeding six months, with or without hard labour.

Any attempt to commit any offence specified in this section shall be punishable in the manner in which the offence itself is punishable.

In any indictment or other prosecution for an offence in relation to the ballot boxes, ballot papers, and marking instruments at an election, the property in such papers, boxes, and instruments may be stated to be in the returning officer at such election, as well as the property in the counterfoils.

Infringement of Secrecy.

4. Every officer, clerk, and agent in attendance at a polling station shall maintain and aid in maintaining the secrecy of the voting in such station, and shall not communicate, except for some purpose authorised by law, before the poll is closed, to any person any information as to the name or number on the register of parochial electors of any elector who has or has not applied for a ballot paper or voted at that station, or as to the official mark, and no such officer, clerk, or agent, and no person whatsoever, shall interfere with or attempt to interfere with a voter when marking his vote, or otherwise attempt to obtain in the polling station information as to the candidate for whom any voter in such station is about to vote or has voted, or communicate at any time to any person any information obtained in a polling station as to the candidate for whom any voter in such station is about to vote or has voted, or as to the number on the

back of the ballot paper given to any voter at such station. Every officer, clerk, and agent in attendance at the counting of the votes shall maintain and aid in maintaining the secrecy of the voting, and shall not attempt to ascertain at such counting the number on the back of any ballot paper, or communicate any information obtained at such counting as to the candidate for whom any vote is given in any particular ballot paper. No person shall directly or indirectly induce any voter to display his ballot paper after he shall have marked the same, so as to make known to any person the name of the candidate for or against whom he has so marked his vote.

Every person who acts in contravention of the provisions of this section shall be liable, on summary conviction before two justices of the peace, to imprisonment for any term not exceeding six months, with or without hard labour.

USE OF SCHOOL AND PUBLIC ROOM FOR POLL.

6. The returning officer at an election of rural district councillors may use, free of charge, for the purpose of taking the poll or for counting the votes at such election, any room in a school receiving a grant out of moneys provided by Parliament, and any room the expense of maintaining which is payable out of any local rate, but he shall make good any damage done to such room, and defray any expense incurred by the person or body of persons, corporate or unincorporate, having control over the same on account of its being used for the purpose of taking the poll or for counting the votes as aforesaid.

The use of any room in an unoccupied house for the purpose of taking the poll shall not render any person liable to be rated or to pay any rate for such house.

DUTIES OF RETURNING AND ELECTION OFFICERS.

General Powers and Duties of Returning Officer.

8. Subject to the provisions of this Act, every returning officer shall provide such nomination papers, polling stations, ballot boxes, ballot papers, stamping instruments, copies of register of parochial electors, and other things, appoint and pay such officers, and do such other acts and things as may be necessary for effectually conducting the election.

Keeping of Order in Station.

9. If any person misconducts himself in the polling station, or fails to obey the lawful orders of the presiding officer, he may immediately, by order of the presiding officer, be removed from the polling station by any constable in or near that station, or any other person authorised in writing by the returning officer to remove him; and the person so removed shall not, unless with the permission of the presiding officer, again be allowed to enter the polling station during the day.

Any person so removed as aforesaid, if charged with the commission in such station of any offence, may be kept in custody until he can be brought before a justice of the peace.

Provided that the powers conferred by this section shall not be exercised so as to prevent any elector who is otherwise entitled to vote at any polling station from having an opportunity of voting at such station.

Powers of Presiding Officer and Administration of Oaths, etc.

10. For the purpose of the adjournment of the poll, a presiding officer shall have the power by law belonging to a deputy returning officer in a Parliamentary

election; and any presiding officer and any clerk appointed by the returning officer to attend at a polling station shall have the power of asking the questions and administering the oath authorised by law to be asked of and administered to voters, and any justice of the peace and any returning officer may take and receive any declaration authorised by this Act to be taken before him.

Liability of Officers for Misconduct.

11. Every returning officer, presiding officer, and clerk who is guilty of any wilful misfeasance or any wilful act or omission in contravention of this Act shall, in addition to any other penalty or liability to which he may be subject, forfeit to any person aggrieved by such misfeasance, act, or omission, a penal sum not exceeding one hundred pounds.

No returning officer or officer appointed by him in connection with the election of rural district councillors for any rural district, nor any partner or clerk of any such officer, shall act as agent for any candidate in the management or conduct of his election as a rural district councillor. If any returning officer or officer appointed by him, or the partner or clerk of any such officer, shall so act he shall be guilty of a misdemeanor.

MISCELLANEOUS.

Prohibition of Disclosure of Vote.

12. No person who has voted at an election shall, in any legal proceeding to question the election or return, be required to state for whom he has voted.

Non-compliance with Rules.

13. No election shall be declared invalid by reason of a defect in the title or appointment of the returning officer or deputy returning officer, or of a non-compliance with the rules contained in the First Schedule to this Act or in the Rural District Councillors Election Order, 1898, or any mistake in the use of the forms in the Second Schedule to this Act or in the said Order, if it appears to the tribunal having cognizance of the question that the election was conducted in accordance with the principles laid down in the body of this Act and of the Local Government Act, 1894, and that such non-compliance or mistake did not affect the result of the election.

[56 & 57 Vict.
c. 73.]

PERSONATION.

Definition and Punishment of Personation.

24. The following enactments shall be made with respect to personation at an election of rural district councillors:—

It shall be the duty of the returning officer to institute a prosecution against any person whom he may believe to have been guilty of personation, or of aiding, abetting, counselling, or procuring the commission of the offence of personation by any person, at the election for which he is returning officer, and the costs and expenses of the prosecutor and the witnesses in such case, together with compensation for their trouble and loss of time, shall be allowed by the court in the same manner in which courts are empowered to allow the same in cases of felony.

Sections 86 to 89, both inclusive, of the Parliamentary Voters Registration Act, 1843, shall apply to personation at an election of rural district councillors

in the same manner as they apply to a person who knowingly personates and falsely assumes to vote in the name of another person as mentioned in the said Act, but with the substitution of the words "any parochial elector or any agent appointed under the Rural District Councillors Election Order, 1898," for "any such agent so appointed as aforesaid" or for any reference to any such agent, and of "the presiding officer" for "the returning officer or his respective deputy."

EFFECT OF SCHEDULES.

28. The schedules to this Act, and the notes thereto, and directions therein shall be construed and have effect as part of this Act.

SCHEDULES TO ACT.

FIRST SCHEDULE TO ACT.

RULES FOR ELECTIONS OF RURAL DISTRICT COUNCILLORS.

The Poll.

15. At every polling place the returning officer shall, subject to the provisions of the Rural District Councillors Election Order, 1898, provide a sufficient number of polling stations for the accommodation of the electors entitled to vote at such polling places, and shall distribute the polling stations amongst those electors in such manner as he thinks most convenient.

17. A separate room or separate booth may contain a separate polling station, or several polling stations may be constructed in the same room or booth.

18. No person shall be admitted to vote at any polling station except the one allotted to him.

20. The returning officer shall provide each polling station with materials for voters to mark the ballot papers, with instruments for stamping thereon the official mark, and with copies of the register of voters, or such part thereof as contains the names of the voters allotted to vote at such station. He shall keep the official mark secret.

21. The presiding officer appointed to preside at each station shall keep order at his station, shall regulate the number of electors to be admitted at a time, and shall exclude all other persons except the clerks, the agents of the candidates, and the constables on duty.

22. Every ballot paper shall contain a list of the candidates described as in their respective nomination papers, and arranged alphabetically in the order of their surnames, and (if there are two or more candidates with the same surname) of their other names; it shall be in the form set forth in the second schedule to this Act or as near thereto as circumstances admit, and shall be capable of being folded up.

23. Every ballot box shall be so constructed that the ballot papers can be introduced therein, but cannot be withdrawn therefrom, without the box being unlocked. The presiding officer at any polling station, just before the commencement of the poll, shall show the ballot box empty to such persons, if any, as may be present in such station, so that they may see that it is empty, and shall then lock it up, and place his seal upon it in such manner as to prevent its being opened without breaking such seal, and shall place it in his view for the receipt of ballot papers, and keep it so locked and sealed.

24. Immediately before a ballot paper is delivered to an elector, it shall be marked on both sides with the official mark, either stamped or perforated, and the number, name, and description of the elector as stated in the copy of the register shall be called out, and the number of such elector, together with the distinguishing mark, if any, of the part of the register in which the number occurs shall, as required by section 2 of this Act as adapted, be marked on the counterfoil, and a mark shall be placed in the register against the number of the elector, to denote that he has received a ballot paper, but without showing the particular ballot paper which he has received.

25. The elector, on receiving the ballot paper, shall forthwith proceed into one of the compartments in the polling station, and there mark his paper, and fold it up so as to conceal his vote, and shall then put his ballot paper, so folded up, into the ballot box; he shall vote without undue delay, and shall quit the polling station as soon as he has put his ballot paper into the ballot box.

26. The presiding officer, on the application of any voter who is incapacitated by blindness or other physical cause from voting in manner prescribed by this Act, or on the application before sunset (if the poll be taken on Saturday) of any voter who declares that he is of the Jewish persuasion, and objects on religious grounds to vote in manner prescribed by this Act, or of any voter who makes such a declaration as hereinafter mentioned that he is unable to read, shall, in the presence of the agents of the candidates, cause the vote of such voter to be marked on a ballot paper in manner directed by such voter, and the ballot paper to be placed in the ballot box, and the name and number on the register of voters of every voter whose vote is marked in pursuance of this rule, and the reason why it is so marked, shall be entered on a list, in this Act called "the list of votes marked by the presiding officer."

The said declaration, in this Act referred to as "the declaration of inability to read," shall be made by the voter at the time of polling, before the presiding officer, who shall attest it in the form hereinafter mentioned, and no fee, stamp, or other payment shall be charged in respect of such declaration, and the said declaration shall be given to the presiding officer at the time of voting.

27. If a person, representing himself to be a particular elector named on the register, applies for a ballot paper after another person has voted as such elector, the applicant shall, upon duly answering the questions permitted by the Rural District Councillors Election Order, 1898, to be asked of voters at the time of polling, and upon taking an oath in the form hereinafter set out, which the presiding officer shall administer, be entitled to mark a ballot paper in the same manner as any other voter, but the ballot paper (in this Act called a tendered ballot paper) shall be of a colour differing from the other ballot papers, and, instead of being put into the ballot box, shall be given to the presiding officer and endorsed by him with the name of the voter and his number in the register of voters, and set aside in a separate packet, and shall not be counted by the returning officer. And the name of the voter and his number on the register shall be entered on a list, in this Act called "the tendered votes list."

The oath shall be administered in the following form:—

"You do swear that you are the same person whose name appears as *A. B.* on the register of parochial electors for the parish of
[or ward of the parish of _____], and that you have not
already voted at the present election of rural district councillors in this or
any other parish or ward in the _____ rural district.

So help you God."

Provided that any person entitled to affirm in lieu of taking an oath may affirm in the following form :—

“ I, A. B., do solemnly, sincerely, and truly declare and affirm that I am the same person whose name appears as A. B. on the register of parochial electors for the parish of [or ward of the parish of], and that I have not already voted at the present election of rural district councillors in this or any other parish or ward in the rural district.”

28. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot be conveniently used as a ballot paper, may, on delivering to the presiding officer the ballot paper so inadvertently dealt with, and proving the fact of the inadvertence to the satisfaction of the presiding officer, obtain another ballot paper in the place of the ballot paper so delivered up (in this Act called a spoilt ballot paper), and the ballot paper shall be immediately cancelled.

29. The presiding officer of each station, as soon as practicable after the close of the poll, shall make up into separate packets sealed with his seal,—

- (1.) Each ballot box in use at his station, unopened but with the key attached ; and
- (2.) The unused and spoilt ballot papers, placed together ; and
- (3.) The tendered ballot papers ; and
- (4.) The marked copies of the register of parochial electors, and the counter-foils of the ballot papers ; and
- (5.) The tendered votes list, and the list of votes marked by the presiding officer, and a statement of the number of the voters whose votes are so marked by the presiding officer under the heads “ physical incapacity,” “ Jews,” and “ unable to read,” and the declarations of inability to read ;

and shall deliver such packets to the returning officer, or deputy returning officer, by whom the votes are to be counted, unless he is himself such officer.

30. The packets shall be accompanied by a statement made by such presiding officer, showing the number of ballot papers entrusted to him, and accounting for them under the heads of ballot papers in the ballot box, unused, spoilt, and tendered ballot papers, which statement is in this Act referred to as the ballot paper account.

Counting Votes.

31. Each candidate may appoint an agent to attend the counting of the votes.

32. The returning officer shall make arrangements for counting the votes in the presence of the agents of the candidates as soon as practicable after the close of the poll, and shall give to the agents of the candidates appointed to attend at the counting of the votes notice in writing of the time and place at which he will begin to count the same.

33. The returning officer, his assistants and clerks, the agents of the candidates, any person to whom rule 51 of this schedule applies, and no other person, except with the sanction of the returning officer, may be present at the counting of the votes.

34. If a poll has been taken as to the election of rural district councillors only, before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open each ballot box, and taking out the papers therein, shall count and record the number thereof, and then mix together the whole of the ballot papers contained in the ballot boxes. If polls

have been taken at the same date for the election both of rural district councillors and of parish councillors, before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open one of the ballot boxes, and taking out the papers therein shall separate those relating to the election of rural district councillors from any relating to the election of parish councillors, and shall count and record the number of ballot papers relating to each election. He shall then secure the ballot papers relating to each election by placing them in separate packets under his own seal, and the seals of such of the agents of the candidates as desire to affix their seals, and shall proceed in like manner with any other ballot boxes and the papers therein. When all the ballot boxes and the papers therein have been so dealt with, he shall open all the packets of ballot papers relating to one election, and shall mix all such papers together, and shall proceed to count the votes, keeping the papers relating to any other election sealed up until he has completed such counting. He shall afterwards deal in manner aforesaid with the packets and papers relating to the other election or elections.

The returning officer, while counting and recording the number of ballot papers and counting the votes, shall keep the ballot papers with their faces upwards, and take all proper precautions for preventing any person from seeing the numbers printed on the backs of such papers.

35. The returning officer shall, so far as practicable, proceed continuously with counting the votes, allowing only time for refreshment, and excluding, if and so far as he thinks it necessary, the hours between the close of the poll and nine o'clock on the succeeding morning. During the excluded time the returning officer shall place the ballot papers and other documents relating to the election under his own seal and the seals of such of the agents of the candidates as desire to affix their seals, and shall otherwise take proper precautions for the security of such papers and documents.

36. The returning officer shall endorse "rejected" on any ballot paper which he may reject as invalid, and shall add to the endorsement "rejection objected to," if an objection be in fact made by any agent to his decision. The returning officer shall draw up a statement showing the number of ballot papers rejected and not counted by him under the several heads of—

- (1.) Want of official mark;
- (2.) Voting for more candidates than entitled to;
- (3.) Writing or mark by which voter could be identified;
- (4.) Unmarked or void for uncertainty;

and shall on request allow any agents of the candidates to copy such statement. If the votes are counted by a deputy returning officer he shall, with the declaration of the result of the poll, report to the returning officer the number of ballot papers rejected and not counted by him, under the above heads, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it.

37. Upon the completion of the counting, the returning officer shall seal up in separate packets the counted and rejected ballot papers. He shall not open the sealed packet of tendered ballot papers or marked copy of the register of voters and counterfoils, but shall proceed, in the presence of the agents of the candidates, to verify the ballot paper account given by each presiding officer by comparing it with the number of ballot papers recorded by him as aforesaid, and the unused and spoilt ballot papers in his possession and the tendered votes list, and shall reseal each sealed packet after examination. The returning officer

shall draw up a statement as to the result of such verification, and shall, on request, allow any agents of the candidates to copy it.

If the votes are counted by a deputy returning officer, he shall report to the returning officer the result of the verification, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it. He shall, with his report, send to the returning officer the sealed packets of counted and rejected ballot papers, and the unopened sealed packets which he has received from any presiding officer.

38. Lastly, the returning officer shall carefully preserve for the period hereinafter mentioned all the packets of ballot papers in his possession, together with the said reports, the ballot paper accounts, tendered votes lists, lists of votes marked by the presiding officer, statements relating thereto, declarations of inability to read, and packets of counterfoils, and marked copies of registers, endorsing on each packet a description of its contents and the date of the election to which they relate and the name of the parish for which such election was held.

39. The returning officer shall retain for six months all documents relating to an election of rural district councillors, and then, unless otherwise directed by an order of the county court having jurisdiction in the rural district or in any part thereof, or of any tribunal in which the election is questioned, shall cause them to be destroyed.

40. No person shall be allowed to inspect any rejected ballot papers in the custody of the returning officer, except under the order of the county court or tribunal aforesaid, to be granted by such court or tribunal on being satisfied by evidence on oath that the inspection or production of such ballot papers is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a petition questioning an election or return; and any such order for the inspection or production of ballot papers may be made subject to such conditions as to persons, time, place, and mode of inspection or production as the court or tribunal making the same may think expedient, and shall be obeyed by the returning officer.

41. No person shall, except by order of the county court having jurisdiction in the rural district or any part thereof, or of any tribunal having cognizance of any question relating to the election, open the sealed packet of counterfoils after the same has been once sealed up, or be allowed to inspect any counted ballot papers in the custody of the returning officer. Such order may be made subject to such conditions as to persons, time, place, and mode of opening or inspection as the court or tribunal making the order may think expedient: Provided that on making and carrying into effect any such order, care shall be taken that the mode in which any particular elector has voted shall not be discovered until he has been proved to have voted, and his vote has been declared by a competent court to be invalid.

42. All documents in the custody of a returning officer in pursuance of this Act, other than ballot papers and counterfoils, shall be open to public inspection at such time and under such regulations as may have been or may hereafter be prescribed by the council of the county in which the parish is situate, and the returning officer shall supply copies of or extracts from the said documents to any person demanding the same, on payment of such fees and subject to such regulations as may have been or may hereafter be prescribed by the county council.

43. Where an order is made for the production by the returning officer of

any document in his possession relating to any specified election of rural district councillors, the production by such officer or his agent of the document ordered, in such manner as may be directed by such order, or by an order of the court having power to make such first-mentioned order, shall be conclusive evidence that such document relates to the specified election; and any endorsement appearing on any packet of ballot papers produced by such returning officer or his agent shall be evidence of such papers being what they are stated to be by the endorsement. The production from proper custody of a ballot paper purporting to have been used at any election, and of a counterfoil marked with the same printed number and having a number marked thereon in writing, shall be *prima facie* evidence that the person who voted by such ballot paper was the person who at the time of such election had affixed to his name in the register of voters at such election the same number as the number written on such counterfoil.

43. (a.) There shall be an appeal from any order of the county court under these rules in like manner as in other cases in such court.

General Provisions.

47. If the returning officer presides at any polling station, the provisions of this Act relating to a presiding officer shall apply to such returning officer with the necessary modifications as to things to be done by the returning officer to the presiding officer, or the presiding officer to the returning officer.

48. The returning officer may, in addition to any clerks, appoint competent persons to assist him in counting the votes.

49. No person shall be appointed by a returning officer for the purposes of an election who has been employed by any other person in or about the election.

50. The presiding officer may do, by the clerks appointed to assist him, any act which he is required or authorised to do by this Act at a polling station, except ordering the arrest, exclusion or ejection from the polling station of any person.

51. A candidate may himself undertake the duties which any agent of his, if appointed under rule 31 of this schedule, might have undertaken, and may, if he does not appoint such an agent, be present at the counting of the votes, or may himself take the place of such agent.

Provided that any person acting under this rule may at any time before so acting make the statutory declaration required by rule 54 of this schedule, but he shall not so act until he has made such declaration.

52. The name and address of every agent of a candidate appointed to attend the counting of the votes shall be transmitted to the returning officer one clear day at the least before the opening of the poll; and the returning officer may refuse to admit to the place where the votes are counted any agent whose name and address has not been so transmitted, notwithstanding that his appointment may be otherwise valid, and any notice required to be given to an agent by the returning officer may be delivered at or sent by post to such address.

53. If any person appointed an agent for the purposes of attending a polling station, or at the counting of the votes dies, or becomes incapable of acting during the time of the election, another agent may be appointed in his place, and notice shall forthwith be given to the returning officer in writing of the name and address of any agent so appointed.

54. Every returning officer, and every officer, clerk or agent authorised to attend at a polling station, and also every officer, clerk or agent authorised

to attend at the counting of the votes, shall, before the opening of the poll, make a statutory declaration of secrecy, in the presence, if he is the returning officer, of a justice of the peace, and if he is any other officer or an agent, of a justice of the peace or of the returning officer; but no such returning officer, officer, clerk or agent as aforesaid shall, save as aforesaid, be required, as such, to make any declaration or take any oath on the occasion of any election.

55. Where in this Act any expressions are used requiring or authorising or inferring that any act or thing is to be done in the presence of the agents of the candidates, such expressions shall be deemed to refer to the presence of such agents of the candidates as may be authorised to attend, and as have in fact attended, at the time and place where such act or thing is being done, and the non-attendance of any agents or agent at such time and place shall not, if such act or thing be otherwise duly done, in anywise invalidate the act or thing done.

SECOND SCHEDULE TO ACT.

Note.—The forms contained in this schedule, or forms as nearly resembling the same as circumstances will admit, shall be used in all cases to which they refer and are applicable, and when so used shall be sufficient in law.

FORM OF BALLOT PAPER.	
<i>Form of Front of Ballot Paper.</i>	
ELECTION OF RURAL DISTRICT COUNCILLORS.	
1	ADAMS (Walter Adams, of Green Farm, Farmer).
2	HIGGINS (William Henry Higgins, of Mudford, Agricultural Labourer).
3	MERTON (Hon. George Travis, commonly called Viscount Merton, of Swanworth, Wilts, Gentleman).
4	PRITCHARD (Jane Pritchard, of Rose Villa, Married Woman).

Counterfoil No.

NOTE—
The counterfoil is to have a number to correspond with that on the back of the Ballot Paper.

Form of Back of Ballot Paper.

No. _____
 Election of rural district councillors for _____ parish [or
 united parishes, or _____ ward of _____ parish],
 , 18 .

Note.—The number on the ballot paper is to correspond with that in the counterfoil.

Directions as to printing Ballot Paper.

Nothing is to be printed on the ballot paper except in accordance with this schedule.

The surname of each candidate, and if there are two or more candidates of the same surname, also the other names of such candidates, shall be printed in large characters, and the names, places of abode and descriptions, and the number on the back of the paper, shall be printed in small characters.

FORM OF DIRECTIONS FOR THE GUIDANCE OF THE VOTER IN VOTING,

Which shall be printed in conspicuous Characters, and placarded outside every Polling Station and in every Compartment of every Polling Station.

The voter may vote for _____ candidates as rural district councillors.

The voter will go into one of the compartments, and, with the pencil provided in the compartment, place a cross on the right-hand side, opposite the name of each candidate for whom he votes, thus **X**.

The voter will then fold up the ballot paper so as to show the official mark on the back, and leaving the compartment will, without showing the front of the paper to any person, show the official mark on the back to the presiding officer, and then, in the presence of the presiding officer, put the paper into the ballot box and forthwith quit the polling station.

If the voter inadvertently spoils a ballot paper, he can return it to the officer, who will, if satisfied of such inadvertence, give him another paper.

If the voter votes for more than _____ candidates, or places any mark on the paper by which he may be afterwards identified, his ballot paper will be void, and will not be counted.

If the voter takes a ballot paper out of the polling station, or deposits in the ballot box any other paper than the one given him by the officer, he will be guilty of a misdemeanor, and be subject to imprisonment for any term not exceeding six months, with or without hard labour.

Note.—These directions shall be illustrated by examples of the ballot paper.

FORM OF STATUTORY DECLARATION OF SECRECY.

I solemnly promise and declare, That I will not at this election of rural district councillors for the parish of _____ [or united
parishes of _____ or _____ ward
of the parish of _____] do anything forbidden by

[35 & 36 Vict. section 4 of the Ballot Act, 1872, which has been read to me.
c. 33.]

Note.—The section must be read to the declarant by the person taking the declaration. One declaration may be made by the returning officer in respect of all the parishes for which he is returning officer.

FORM OF DECLARATION OF INABILITY TO READ.

I, A. B., of _____, being numbered _____ on the register
of parochial electors for the parish of _____, do hereby declare that
I am unable to read.

A. B., _____ his mark.

day of _____, 18 ____.

I, the undersigned, being the presiding officer for the
polling station of the parish of _____ [or united
parishes of _____ or _____ ward
of the parish of _____], do hereby certify that the
above declaration, having been first read to the above-named *A. B.*, was signed
by him in my presence with his mark.

(Signed) *C. D.*,

Presiding officer for _____ polling station for
the parish of _____ [or united parishes
of _____ or _____ ward of the parish
of _____].

day of _____, 18 .

ADAPTATION OF MUNICIPAL CORPORATIONS ACT, 1882.

25.—(1.) The provisions of ss. 74 and 75 of the Municipal Cor- [45 & 46 Vict.
porations Act, 1882, which, with adaptations and alterations, are set c. 50.]
out in the fourth schedule to this order, and such of the provisions
of that Act as relate to the acceptance of office, re-eligibility of
holders of office, and filling of casual vacancies, and are, with
adaptations and alterations, set out in the fifth schedule to this
order, shall, subject to such adaptations and alterations, apply to
the election of rural district councillors and to the persons elected
or deemed to be re-elected thereat.

FOURTH SCHEDULE.

SECTIONS 74 AND 75 OF THE MUNICIPAL CORPORATIONS ACT, 1882, AS
ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF
RURAL DISTRICT COUNCILLORS.

OFFENCES IN RELATION TO NOMINATION PAPERS.

74.—(1.) If any person forges or fraudulently defaces or fraudulently
destroys any nomination paper, or delivers to the returning officer any forged
nomination paper, knowing it to be forged, he shall be guilty of a misdemeanor,
and shall be liable to imprisonment for any term not exceeding six months, with
or without hard labour.

(2.) An attempt to commit any such offence shall be punishable as the offence
is punishable.

NEGLECT OF DUTY BY RETURNING OFFICER OR DEPUTY RETURNING OFFICER.

75.—(1.) If a person who has undertaken to act as returning officer, or
deputy returning officer, at an election of rural district councillors, neglects or
refuses to conduct or declare the election in manner provided by the Local
Government Act, 1894, and the Rural District Councillors Election Order, 1898, [56 & 57 Vict.
c. 73.]
he shall for every such offence be liable to a fine not exceeding one hundred
pounds, recoverable by action.

(2.) An action under this section shall not lie after three months from the
neglect or refusal.

FIFTH SCHEDULE.

PROVISIONS OF THE MUNICIPAL CORPORATIONS ACT, 1882, RELATING TO THE ACCEPTANCE OF OFFICE, RE-ELIGIBILITY OF HOLDERS OF OFFICE, AND FILLING OF CASUAL VACANCIES, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF RURAL DISTRICT COUNCILLORS.

OBLIGATION TO ACCEPT OFFICE OR PAY FINE.

34.—(1.) Every qualified person elected or deemed to be re-elected to the office of rural district councillor, unless exempt under this section or otherwise by law, either shall accept the office by making and subscribing the declaration required by this Act within one month after notice of being elected or deemed to be re-elected, or shall, in lieu thereof, be liable to pay to the district council a fine of such amount, not exceeding fifty pounds, as the district council by regulations determine, and such fine shall be placed to the credit of the parish for which the person fined was elected.

(2.) If there are no regulations determining fines, the fine shall be twenty pounds.

(3.) The persons exempt under this section are—

Any person disabled by lunacy or imbecility of mind, or by deafness, blindness, or other permanent infirmity of body, and any person who having within five years before the day of election served the office of rural district councillor for the parish or other area, claims exemption within ten days after notice of election or of being declared to be deemed to be re-elected.

(4.) A fine payable under this section shall be recoverable summarily.

(5.) If a person is either elected or deemed to be re-elected rural district councillor in more than one parish or other area in the rural district for which the election is held, he shall not accept office in respect of more than one of such areas, and if he accepts office or pays the fine for non-acceptance of office in respect of one of such areas, he shall not be liable to a fine for non-acceptance of office in respect of any other of such areas.

(6.) Any person who has been nominated and elected without his consent to his nomination being previously obtained shall not be liable to a fine under this section.

DECLARATION ON ACCEPTANCE OF OFFICE.

35.—A person elected or deemed to be re-elected to the office of rural district councillor shall not, until he has made and subscribed before two members of the district council, or the clerk to the district council, or, if he is absent from the United Kingdom, before a British consul, a declaration in the following form or in a form to the like effect, act in the office except in administering that declaration :—

FORM OF DECLARATION ON ACCEPTANCE OF OFFICE.

I, *A. B.*, having been elected [*or* being deemed to be re-elected] rural district councillor for the rural district of _____, in respect of the parish of _____ [*or* of the united parishes of _____ and _____, *or* of the _____ ward of the parish of _____], hereby declare that I take the said office upon myself.

and will duly and faithfully fulfil the duties thereof according to the best of my judgment and ability.

Dated this day of , 18 .

This declaration was made and subscribed before us*

*Members of the District Council of the
above-named district.*

* If the declaration is made and subscribed before the clerk or a consul, adapt form accordingly.

POWER TO RECEIVE DECLARATION.

239.—(1.) Members of the district council or the clerk or a British consul shall have authority to receive the declaration required to be made by a rural district councillor without any commission or authority other than this Act.

(2.) The declaration, if made before a British consul, shall be forthwith sent to the clerk to the district council.

PENALTY ON ACTING IN OFFICE WITHOUT MAKING DECLARATION.

41.—(1.) If any person acts in the office of rural district councillor without having made the declaration by this Act required, he shall for each offence be liable to a fine not exceeding twenty pounds, recoverable by action.

RE-ELIGIBILITY OF OFFICE-HOLDERS.

37. A person ceasing to hold the office of rural district councillor shall, unless disqualified to hold the office, be re-eligible.

FILLING OF CASUAL VACANCIES.

40.—(1.) On a casual vacancy in the office of rural district councillor, an election shall be held in accordance with the Rural District Councillors Election Order, 1898; and the person elected shall hold the office until the time when the person in whose place he is elected would regularly have gone out of office, and he shall then go out of office.

(2.) In case of more than one casual vacancy in the office of rural district councillor being filled at the same election, not being the ordinary election, the councillor elected by the smallest number of votes shall be deemed to be elected in the place of him who would regularly have first gone out of office, and the councillor elected by the next smallest number of votes shall be deemed to be elected in the place of him who would regularly have next gone out of office, and so with respect to the others; and if there has not been a contested election, or if any doubt arises, the order of rotation shall be determined by the district council.

(3.) Non-acceptance of office by a person elected or deemed to be re-elected creates a casual vacancy.

TIME FOR FILLING CASUAL VACANCIES.

66.—(1.) On a casual vacancy in the office of rural district councillor, the election shall be held within one month after notice in writing of the vacancy has been given to the chairman of the district council or to the clerk by two councillors.

(3.) The day of election shall be fixed by the clerk to the district council.

(4.) Nothing in this Act shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election.

[45 & 46 Vict.
c. 50.]

25.—(2.) In the application of Part IV. of the Municipal Corporations Act, 1882 (relating to corrupt practices and election petitions), as amended by the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:—

47 & 48 Vict.
c. 70.]

(a.) Such application shall be subject to the provisions of this order.

(b.) References to the election of rural district councillors shall be substituted for references to a municipal election or to an election to a corporate office. “Parish or united parishes,” and in s. 93 (2) “poor law union” shall be substituted for “borough,” “poor rate of the parish or poor rates of the united parishes” shall be substituted for “borough fund or borough rate,” the “returning officer” shall be substituted for the “town clerk,” and “voter” shall mean “a parochial elector, or a person who votes or claims to vote at an election of rural district councillors.”

(c.) In the application of sub-s. (2) of s. 89, such sub-section shall be adapted and altered so as to read as follows:—

“(2.) The security shall be to the amount of fifty pounds, unless in any case the high court or a judge thereof, on summons, order that the same shall be to a lesser amount, or to a larger amount not exceeding three hundred pounds, and shall be given in the prescribed manner either by a deposit of money or by recognisance entered into by not more than four sureties, or partly in one way and partly in the other.”

ADAPTATION OF MUNICIPAL ELECTIONS (CORRUPT AND ILLEGAL PRACTICES) ACT, 1884.

26. In the application of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:—

(1.) Such application shall be subject to the provisions of this order.

(2.) The expressions “parish or united parishes,” “returning officer of rural district councillors,” and “poor rate of the parish or poor rates of the united parishes” shall be deemed to be substituted in the Act for “borough,” “town clerk,” and “borough fund or rate,” respectively.

- (3.) The expression "corporate office" in the Act shall mean "the office of rural district councillor," and "a municipal election" shall mean "an election of one or more rural district councillors"; and the expressions "municipal election court," "municipal election list," and "municipal election petition" shall be construed accordingly.
- (4.) So much of s. 13 of the Act as permits one polling agent to be employed in each polling station shall not apply, except so far as the employment of polling agents is permitted by rule 17 of this order.
- (5.) An election petition complaining of the election on the ground of an illegal practice may be presented at any time within six weeks after the day of election.
- (6.) A petition relating to the election of a rural district councillor for a parish may be tried at any place within the poor law union in which the parish is situate.
- (7.) Nothing in the Act shall render it unlawful to hold a meeting for the purpose of promoting or procuring the election of a candidate to the office of rural district councillor on any licensed or other premises not situate in an urban district or in the administrative county of London.
- (8.) In s. 34 of the Act "burgess roll" shall mean "register of parochial electors."
- (9.) Sect. 37 of the Act shall be read as if a reference to an election of rural district councillors was substituted for a reference to any of the elections mentioned in the first schedule to the Act.

EXPENSES.

27.—(1.) Any sum which may be payable to the returning officer in respect of his services in taking a poll in the parish, or in respect of expenses incurred in relation to such poll, shall be defrayed by the rural district council of the district, and shall be charged to the parish in their accounts and shall be raised in like manner as any sums payable by the parish in respect of the general expenses of the rural district council.

(2.) Any other sum which may be payable to the returning officer in respect of his services in the conduct of the election or in respect of expenses incurred in relation to the election, shall be defrayed by the rural district council of the district, and shall be charged in their accounts as follows:—

- (a.) If the election is the ordinary election, as general expenses;
- (b.) In the case of any election under this order not held at the

time of the ordinary election, to the parish ; in which case any such sum shall be raised in like manner as any sums payable by the parish in respect of the general expenses of the rural district council: Provided that where any such sum shall be payable in respect of two or more parishes, the same shall be apportioned between them according to the number of parochial electors registered in such parishes respectively.

(3.) If a poll for the election of rural district councillors and of any parish councillors is taken at the same date in the parish, one half of any expenses which may be payable in respect of the two polls jointly, including the remuneration of any officers employed in the conduct thereof, shall be deemed to have been incurred in relation to the poll for the election of rural district councillors, and shall be defrayed accordingly.

IF PARISH IN MORE THAN ONE COUNTY.

28. If the parish is situate in more than one administrative county, it shall for the purposes of this order be deemed to be wholly situate in the county which, according to the census last published, contains the larger part of its population.

WARDS.

29. If the parish is divided into wards for the election of rural district councillors, the rules in this order shall, except as otherwise provided, apply to each of such wards as if it were a parish.

Provided as follows:—

(a.) If the parish is so divided, an elector shall not be permitted to vote in more than one ward.

(b.) Any sum which in pursuance of this rule and of rule 27 would be charged to any ward shall be charged to the parish in which the ward is situate and shall be raised accordingly.

UNITED PARISHES.

30.—(1.) If the parish is united with any other parish for the election of rural district councillors, the rules in this order shall, subject as hereinafter mentioned, apply as if such parishes formed the parish.

(2.) The questions which under rule 18 the presiding officer may, and if required by any parochial elector, or any polling agent appointed under rule 17, shall, put to any elector shall be as follows:—

(a.) Are you the person entered in the parochial register for one of the united parishes, viz., the parish of _____ as follows
[*read the whole entry from the register*] ?

(b.) Have you already voted at the present election of rural district councillors in either of the united parishes of _____ and _____, or in any other parish or ward in the rural district of _____?

(3.) Any sum which in pursuance of this rule and of rule 27 would be charged to the united parishes shall be divided between them in proportion to the number of parochial electors registered in such parishes respectively, and shall be raised accordingly.

PUBLICATION OF NOTICES.

31. Any public notice required by this order shall be given by posting the same on or near the principal door of each church and chapel in the parish, and in some conspicuous place or places within the parish.

MARK INSTEAD OF SIGNATURE.

32. In place of any signature required by this order, it shall be sufficient for the signatory to affix his mark, if the same is witnessed by two parochial electors.

MISNOMER.—INACCURATE DESCRIPTIONS.

33. No misnomer or inaccurate description of any person or place named in any notice or nomination paper under this order shall hinder the full operation of such notice or paper with respect to that person or place, provided the description of that person or place is such as to be commonly understood.

DEFINITION OF "RURAL PARISH" AND "ORDINARY ELECTION."

34. In this order the expression "rural parish" means a parish situate in a rural district; and the expression "ordinary election" means the election held in any year to fill any ordinary vacancies in the rural district councillors for the district, and includes any first election of rural district councillors for the parish or election to fill a casual vacancy in the office of rural district councillor for the parish which can be held at the time of the election to fill such ordinary vacancies.

ADAPTATION OF FORMS TO ELECTIONS OTHER THAN THE ORDINARY ELECTION.

35. If the election is not the ordinary election, such modifications as may be necessary shall be made in the forms contained in the second schedule to this order.

This order may be cited as the "Rural District Councillors Election Order, 1898."

SCHEDULES.

(These have been embodied in the Order.)

Given under the seal of office of the Local Government Board,
this first day of January, in the year one thousand eight
hundred and ninety-eight.

(L. S.)

HENRY CHAPLIN,
President.

HUGH OWEN,
Secretary.

GENERAL ORDER—SCALE OF EXPENSES.

ELECTIONS UNDER LOCAL GOVERNMENT ACT, 1894.

(NOVEMBER 20TH, 1894.)

To the County Council of each administrative county in England and Wales ;—

To the Mayor, Aldermen and Burgesses of each county borough in England and Wales ;—

To the Guardians of the Poor of each poor law union in England and Wales ;—

To the Urban Sanitary Authority of each urban sanitary district in England and Wales which is not a borough ;—

To the Returning Officers at the first elections under the Local Government Act, 1894, of guardians, urban district councillors, rural district councillors and parish councillors respectively ;—

[56 & 57 Vict.
c. 73.]

To the Returning Officers at any poll consequent on a parish meeting for any rural parish in England and Wales ;—

And to all others whom it may concern.

Whereas by sub-ss. (7) and (8) of s. 48 of the said Act, it is enacted as follows :—

“ 48.—(7.) The expenses of any election under this Act shall not exceed the scale fixed by the county council, and if at the beginning of one month before the first election under this Act a county council have not framed any such scale for their county, the Local Government Board may frame a scale for the county, and the scale so framed shall apply to the first election, and shall have effect as if it had been made by the county council, but shall not be alterable until after the first election.

“ (8.) This section shall, subject to any adaptations made by the . . . rules [as to elections under the Act], apply in the case of every poll consequent on a parish meeting, as if it were a poll for the election of parish councillors.”

And whereas by sub-s. (2) of s. 75 of the said Act it is provided as follows :—

“ 75.—(2.) In this Act, unless the context otherwise requires—

* * * * *

“ The expression ‘ county ’ includes a county borough, and the expression ‘ county council ’ includes the council of a county borough.”

Now therefore we, the Local Government Board, in pursuance of the powers given to us in that behalf, do, by this our order,

declare that the scale of expenses in the schedule hereto shall, for the purposes of any election under the Local Government Act, 1894, and of any poll consequent on any parish meeting, be fixed for each county and county borough in England and Wales in which, on the date hereof, no scale framed under s. 48 of the said Act is in force, and for the purposes of any election under the said Act in any such county or county borough, and of any poll consequent on any parish meeting in any such county, to which election or poll any such scale in force in the county or county borough does not extend.

SCHEDULE.

SCALE OF EXPENSES.

I.—DISBURSEMENTS.

PAYMENTS MADE FOR—

1. Use of room or building, including lighting and firing - Actual and necessary cost, not exceeding for each polling station 10s.
2. Fitting up rooms required for poll or, when necessary, hiring or constructing a polling station with its fittings and compartments - - - Actual and necessary cost.
3. Each ballot box required to be purchased - - - Actual and necessary cost.
4. Use of each ballot box, when hired - Actual and necessary cost, not exceeding 2s. 6d.
5. Printing and providing ballot papers - - - Actual and necessary cost, not exceeding for the first 500, £1; and for every 100, or fraction of 100, an addition of 1s.
6. Stationery at each polling station - Actual and necessary cost, not exceeding 2s. 6d.
7. Each stamping instrument, purchase, or hire, or alteration - Actual and necessary cost, not exceeding 10s.
8. Copies of the register of parochial electors - - - Actual and necessary cost.
9. Printing and providing notices, nomination forms, and other documents required in and about the election or poll and costs of publishing same - - - Actual and necessary cost.
10. Returning officers' travelling expenses, where necessary, to make arrangements for poll - - By rail, 3rd class; by road, where necessary, actual cost, not exceeding 9d. a mile each way.

11.	Conveyance of ballot boxes, papers, &c., from office to polling place -	Actual and necessary cost (by railway or parcel post where practicable).			
12.	Conveyance of ballot boxes from the polling stations to the place where the ballot papers are counted - - - -	By rail, actual fare, 3rd class; by road, actual cost, not exceeding 1s. a mile.			
13.	For the services of police where required - - - -	The sum actually charged.			
		When the Poll is open for			
		12 hours or upwards.	12 hours but not less than 8 hours.	8 hours but not less than 6 hours.	less than 6 hours.
		£ s. d.	£ s. d.	£ s. d.	£ s. d.
14.	For each presiding officer, to include all duties as deputy returning officer and all expenses, not exceeding - - - -	3 0 0	2 0 0	1 10 0	1 0 0
15.	For the clerk at a polling station, to include all expenses, not exceeding - - - -	1 0 0	0 15 0	0 12 6	0 10 0
16.	For each person employed in counting votes, to include all expenses, not exceeding:—	£ s. d.			
	In urban parishes - - - -	-	-	0 10 0	
	In rural parishes - - - -	-	-	0 5 0	

Sums in addition to the maximum amount specified in 1 and 5 may be allowed to the returning officer by the local authority, if they are satisfied that there were exceptional circumstances which rendered necessary the incurring of an expense in excess of the amount specified.

Under 14 and 15 an additional allowance of 10s. shall be given for each night necessarily spent away from home.

In determining under 14 the charge for any presiding officer, regard should be had as to whether he acted as deputy returning officer in the counting of the votes, and whether the poll has been taken with respect to one election or to more than one.

The employment of a second clerk at a polling station with the remuneration specified in 15 may be authorised by the local authority, if the services of such clerk are considered by them to be requisite.

The above-mentioned allowances are to include the remuneration for all elections held on the same day.

In a rural parish where there is only one contested election and the number of parochial electors does not exceed 200, the returning officer or his deputy will be allowed one counting clerk, and for every 200 additional parochial electors an additional counting clerk. Where there are contests for both district and parish councillors, additional counting clerks may be employed, provided that in no case shall the number exceed four.

In an urban parish, the number of counting clerks charged for shall in no case exceed one for each 500 parochial electors.

II.—FOR SERVICES AND OTHER EXPENSES OF RETURNING OFFICERS.

Fee for conducting the election, giving the prescribed notices, preparing and supplying nomination papers and distributing, verifying and adjudicating upon same, appointing deputy returning officers, arranging for or conducting the poll, counting the votes, declaring result and making return of same, and generally performing all the duties which a returning officer is required to perform under the Local Government Act, 1894, or the rules of the Local Government Board made thereunder, and including all disbursements and expenses other than those for which special provision has been herein-before made, as follows :—

RURAL DISTRICT COUNCILLORS AND PARISH COUNCILLORS.

Contested Elections.	Where 10 Parishes or under. For each.	Where be- tween 10 and 20. For each beyond 10.	Where be- tween 20 and 30. For each beyond 20.	Where 30 and upwards. For each beyond 30.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
For every parish for which an election is held— (a.) Where the election is for either a rural district councillor or councillors only or for parish coun- cillors only, not ex- ceeding	2 0 0	1 10 0	1 0 0	0 10 0
(b.) Where the elections are for a rural district councillor or councillors and parish councillors on the same day, not exceeding . . .	3 0 0	2 5 0	1 10 0	0 15 0

Additional Payments where a Parish is divided into Wards—

	£ s. d.
In case (a), for each ward - - - - -	0 10 0
In case (b), for each ward - - - - -	0 15 0

Uncontested Elections.	For each Parish up to 10.	For each additional Parish.
	£ s. d.	£ s. d.
For every parish for which an election is held— (a.) For a rural district councillor or councillors	0 10 0	0 5 0
(b.) For parish councillors	0 5 0	0 5 0

GUARDIANS.

A.—MUNICIPAL BOROUGHES.

Contested Elections.

	£	s.	d.
In a parish within a borough, for each 750 parochial electors within the parish or ward for which the election is held, or fractional part of 750	2	0	0

Uncontested Elections.

In a parish within a borough not divided into wards	1	0	0
In a parish within a borough which is divided into wards, for each ward	0	10	0

B.—URBAN DISTRICTS OTHER THAN BOROUGHES.

Contested Elections.

In a parish within an urban district, for each 750 parochial electors within the parish or ward for which the election is held, or fractional part of 750	2	0	0
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Where a deputy returning officer acts under art. 13 of "The Guardians (Outside London) Election Order, 1894," he shall, in addition to the fee allowed him as presiding officer, be entitled to be paid, as remuneration for his services as deputy returning officer, one-third of the amount allowed to the returning officer in respect of that district, to be paid by such returning officer out of his fee.

Uncontested Elections.

	£	s.	d.
In a parish within an urban district not divided into wards	1	0	0
In a parish within an urban district divided into wards, for each ward	0	10	0

URBAN DISTRICT COUNCILLORS.

Contested Elections.

	£	s.	d.
In a parish within an urban district other than a borough, for each 750 parochial electors within the parish or ward for which the election is held, or fractional part of 750	2	0	0

Uncontested Elections.

	£	s.	d.
In a parish within an urban district other than a borough not divided into wards	1	0	0
In a parish within an urban district other than a borough divided into wards, for each ward	0	10	0

POLLS CONSEQUENT ON PARISH MEETINGS.

For every poll consequent on a parish meeting where such poll is not taken as to the election of parish councillors—

In a parish with a population of 300 or upwards according to the census of 1891, not exceeding	1	10	0
In a parish with a population of less than 300 according to the same census, not exceeding	1	0	0

The payment under this head is to cover all the services of the returning officer, including those of presiding officer, and if a poll is taken on more than one question on the same day in any parish, only one fee shall be charged.

For services preliminary to poll, if a poll is not taken in consequence of the withdrawal of any candidates—

In a parish with a population of 300 or upwards according to the census of 1891 - - - - -	0	10	0
In a parish with a population of less than 300 according to the same census - - - - -	0	5	0

Given under the seal of office of the Local Government Board, this twentieth day of November, in the year one thousand eight hundred and ninety-four.

(L. S.)
WALTER FOSTER,
HUGH OWEN,
Secretaries.

G. SHAW LEFEVRE,
President.

GENERAL ORDER—PAUPERS' CONVEYANCE EXPENSES.

(Rescinding previous Order.)

(FEBRUARY 7TH, 1898.)

To the Guardians of the Poor of the several poor law unions for
the time being in England and Wales ;—

And to all others whom it may concern.

Whereas in pursuance of the provisions of the Paupers' Conveyance (Expenses) Act, 1870, we, the Local Government Board, by an order dated the 26th day of February, 1880, defined and directed in what cases (other than those expressly provided for by law) and under what regulations the guardians of the poor of any poor law union might pay the reasonable expenses incurred by them in conveying any person chargeable to such union from one place to another ;

[33 & 34 Vict.
c. 48.]

And whereas it is expedient that the said order should be rescinded, and that further provision should be made in the matters aforesaid ;

Now therefore, in pursuance of the powers given to us by the statutes in that behalf, we do hereby rescind the said order dated the twenty-sixth day of February, one thousand eight hundred and eighty, and do by this our order define and direct as follows :—

Art. 1.—Subject to the regulations hereinafter contained, the guardians of the poor of any poor law union may pay the reasonable expenses incurred by them in conveying any person chargeable to such union from the union to any institution specified in this article, for the purpose of visiting the husband, wife, child, or other relative of such person, who shall be an inmate of such institution, and in conveying such person back to the union ; namely,—

(1.) Any workhouse, or separate workhouse infirmary, or separate workhouse school, belonging to or occupied by the guardians of the union, whether situated within or beyond the boundaries of the union.

(2.) Any workhouse, or separate workhouse infirmary, or separate workhouse school, belonging to or occupied by the guardians of any other union, with whom an agreement shall have been entered into under the following enactments, or any of them, viz., s. 14 of the Poor Law Amendment Act, 1849 ; s. 6 of the Poor Law Amendment Act, 1851 ; s. 16 of the Poor Law

[12 & 13 Vict.
c. 103.
14 & 15 Vict.
c. 105.]

[29 & 30 Vict.
c. 113.
30 Vict. c. 6.
32 & 33 Vict.
c. 36.
39 & 40 Vict.
c. 61.]

Amendment Act, 1866; s. 50 of the Metropolitan Poor Act, 1867; s. 17 of the Metropolitan Poor Amendment Act, 1869; and s. 22 of the Divided Parishes and Poor Law Amendment Act, 1876.

See pp. 628, 629.

[7 & 8 Vict.
c. 101.]

(3.) Any school belonging to the board of management of a school district which shall have been formed under the Poor Law Amendment Act, 1844, and the Acts amending the same, and within which the union is comprised.

(4.) Any school belonging to the board of management of a school district which shall have been formed as aforesaid, but within which the union is not comprised, and with the board of management of which an agreement shall have been entered into under s. 51 of the Poor Law Amendment Act, 1844, or s. 16 of the Poor Law Amendment Act, 1866.

[29 & 30 Vict.
c. 113.]

See pp. 628, 629.

[25 & 26 Vict.
c. 43.]

(5.) Any school certified under the provisions of s. 2 of the Poor Law (Certified Schools) Act, 1862; and any school for the reception of poor deaf and dumb or blind children, not so certified, but coming within the provisions of s. 42 of the Poor Law Amendment Act, 1868.

[31 & 32 Vict.
c. 122.]

See pp. 642, 632, 644.

[30 Vict. c. 6.]

(6.) Any asylum provided under the authority of the Metropolitan Poor Act, 1867, or of any Act amending the same.

(7.) Any asylum established for the reception and relief of idiots maintained at the charge of the county rate or by public subscription, within the meaning of s. 13 of the Poor Law Amendment Act, 1868.

[31 & 32 Vict.
c. 122.]

See p. 670.

[49 & 50 Vict.
c. 25.]

(8.) Any hospital, institution, or licensed house registered under the Idiots Act, 1886.

See p. 670.

[53 Vict. c. 5.]

(9.) Any institution for lunatics as defined by the Lunacy Act, 1890.

An institution for lunatics is defined in the Act referred to as "an asylum, hospital or licensed house." (Sect. 341.)

[30 & 31 Vict.
c. 106.]

(10.) Any hospital or institution established for blind or deaf and dumb persons, within the provisions of s. 21 of the Poor Law Amendment Act, 1867.

(11.) Any house or establishment, not being a workhouse, with respect to which the Local Government Board shall have

issued rules, orders and regulations under the provisions of s. 1 of the Poor Relief Act, 1849.

[12 Vict.
c. 13.]

This section enables the Poor Law (now Local Government) Board to issue rules and regulations to houses where the poor are maintained under contract.

Art. 2.—The expenses of conveyance as aforesaid shall not be payable unless permission for the visit is given by the guardians of the union to which the person seeking such permission is chargeable as aforesaid, nor unless such permission is duly recorded in the minutes of the guardians :

Provided that in order to meet any cases of urgency which may occur between the meetings of the guardians, the guardians may, if they think fit, authorise the master of the workhouse as regards in-door paupers, and the relieving officer as regards out-door paupers, to pay in such cases the reasonable expenses of conveyance as aforesaid, subject to such regulations as may be prescribed by the guardians ; and the master of the workhouse or the relieving officer shall report each case so dealt with by him to the guardians at their next meeting, and a record of such report shall be entered in the minutes of the guardians.

With reference to this proviso, the Local Government Board point out in their circular letter accompanying the order of February 26th, 1880, "that it is desirable that very explicit instructions should be given by the guardians to masters of workhouses and relieving officers as to the exceptional circumstances which would justify those officers in acting under the order." (10 *Rep. L. G. Bd.*, p. 3.)

Art. 3.—The visits to any such person as aforesaid in any of the institutions described in the several paragraphs of Art. 1 of this order shall at all times be subject to such regulations as may be made in that behalf by the guardians, board of management, or other authority having the control of such institutions respectively.

Art. 4.—The amount allowed for the expenses of conveyance shall be paid by the guardians of the union out of the fund or rate applicable by the guardians to their general expenses under the Acts relating to the relief of the poor.

Art. 5.—This order may be cited as the "Paupers' Conveyance (Expenses) Order, 1898."

Given under the seal of office of the Local Government Board,
this seventh day of February, in the year one thousand
eight hundred and ninety-eight.

(L. S.)

HENRY CHAPLIN,
President.

HUGH OWEN,
Secretary.

VACCINATION.

61 & 62 Vict.
c. 49.

The Vaccination Act, 1898, made important alterations in the law as regards the vaccination of children by the public vaccinator and the liability of the parent, or other person having the custody of a child, to penalties for failure to have the child vaccinated. These alterations rendered it necessary to revise many of the provisions in the existing orders under the Vaccination Acts, and the Local Government Board thought it advisable to issue a new order rescinding all the orders under the Vaccination Acts then in force, and making fresh regulations so far as necessary. (*See Circ. Letter, October 21st, 1898, 28 Rep. L. G. Bd., p. 24.*)

This Order, "The Vaccination Order, 1898," has since been amended by Orders dated respectively June 19th, 1899, June 8th, 1905, and May 21st, 1907, which have been incorporated in the Order of 1898 given below. The Order of May 21st, 1907, comes into force on October 1st, 1907.

A copy of the Act above referred to is annexed.

THE VACCINATION ACT, 1898.

(61 & 62 VICT. C. 49.)

An Act to amend the law with respect to vaccination.

[August 12th, 1898.]

Be it enacted by the Queen's most excellent Majesty, by and with the advice and consent of the Lords spiritual and temporal, and commons, in this present Parliament assembled, and by the authority of the same, as follows:—

Vaccination
within six
months after
birth.

30 & 31 Vict.
c. 84.

1.—(1.) The period within which the parent or other person having the custody of a child shall cause the child to be vaccinated shall be six months from the birth of the child, instead of the period of three months mentioned in section sixteen of the Vaccination Act of 1867, and so much of that section as requires the child to be taken to a public vaccinator to be vaccinated shall be repealed.

(2.) The public vaccinator of the district shall, if the parent or other person having the custody of a child so requires, visit the home of the child for the purpose of vaccinating the child.

(3.) If a child is not vaccinated within four months after its birth, the public vaccinator of the district, after at least twenty-four hours notice to the parent, shall visit the home of the child, and shall offer to vaccinate the child with glycerinated calf lymph, or such other lymph as may be issued by the Local Government Board.

(4.) The public vaccinator shall not vaccinate a child if, in his opinion, the condition of the house in which it resides is such, or there is or has been such a recent prevalence of infectious disease in the district, that it cannot be safely vaccinated, and in that case shall give a certificate under section eighteen of the

Vaccination Act of 1867 of postponement of vaccination, and shall forthwith give notice of any such certificate to the medical officer of health for the district.

(5.) Notwithstanding any regulation of any lying-in hospital or infirmary, or other similar institution, the parent of any child born in any institution shall not be compelled under such regulation or otherwise to cause or permit the child to be vaccinated at any time earlier than the expiration of six months from its birth.

2.—(1.) No parent or other person shall be liable to any penalty under section twenty-nine or section thirty-one of the Vaccination Act of 1867, if within four months from the birth of the child he satisfies two justices, or a stipendiary or metropolitan police magistrate, in petty sessions, that he conscientiously believes that vaccination would be prejudicial to the health of the child, and within seven days thereafter delivers to the vaccination officer for the district a certificate by such justices or magistrate of such conscientious objection.

Exemption
from
penalties.

(2.) This section shall come into operation on the passing of this Act, but in its application to a child born before the passing of this Act there shall be substituted for the period of four months from the birth of the child the period of four months from the passing of this Act.

3. An order under section thirty-one of the Vaccination Act of 1867, directing that a child be vaccinated, shall not be made on any person who has previously been convicted of non-compliance with a similar order relating to the same child.

Provision
against
repeated
penalties.

4. No proceedings under section thirty-one of the Vaccination Act of 1867 shall be taken against any parent or person who has been convicted under section twenty-nine of the said Act on account of the same child, until it has reached the age of four years.

Proceedings
under
30 & 31 Vict.
c. 84, s. 31.

5. Persons committed to prison on account of non-compliance with any order or non-payment of fines or costs under the Vaccination Acts shall be treated in the same way as first class misdemeanants.

Treatment of
prisoners.

6. The Local Government Board may make rules and regulations with respect to the duties and remuneration of public vaccinators, whether under contracts made before or after the passing of this Act.

Regulations
of Local
Government
Board.

7. The Local Government Board may by order, if in their opinion it is expedient by reason of serious risk of outbreak of small-pox or of other exceptional circumstances, require the guardians of any poor law union to provide vaccination stations for the vaccination of children with glycerinated calf lymph or such other lymph as may be issued by the Local Government Board, and modify as respects the area to which the order applies, and during the period for which it is in force, the provisions of this Act requiring the public vaccinator to visit the home of the child otherwise than on request of the parent.

Power to
provide
vaccination
stations
under
exceptional
circum-
stances.

8. The clerk of any sanitary authority which shall maintain a hospital for the treatment of small-pox patients shall keep a list of the names, addresses, ages, and condition as to vaccination of all small-pox patients treated in the hospital, such entries to be made on admission, and shall at all reasonable times allow searches to be made therein, and upon demand give a copy under his hand or under that of his deputy of every entry in the same on payment of a fee of sixpence for each search, and threepence for each copy.

List to be
kept of vac-
cinated per-
sons treated
in small-pox
hospitals.

9. The enactments mentioned in the schedule to this Act are hereby repealed, during the continuance of this Act, to the extent specified in the third column of that schedule.

Repeal.

Extent, commencement, duration, and short title.

10.—(1.) This Act shall not extend to Scotland or Ireland.

(2.) This Act shall, except as by this Act specially provided, come into operation on the first day of January one thousand eight hundred and ninety-nine, and shall remain in force until the first day of January one thousand nine hundred and four.

30 & 31 Vict.
c. 84.
34 & 35 Vict.
c. 98.
37 & 38 Vict.
c. 75.

(3.) This Act may be cited as the Vaccination Act, 1898, and the Vaccination Act of 1867, the Vaccination Act, 1871, the Vaccination Act, 1874, and this Act shall be construed together as one Act, and may be cited collectively as the Vaccination Acts, 1867 to 1898.

SCHEDULE—REPEALS.

Session, Chapter and Short Title.	Extent of Repeal.
30 & 31 Vict. c. 84. The Vaccination Act of 1867.	Section six. Section seven from "and shall provide all stations" to the end of the section. So much of section eight as fixes the amount of payment thereunder. Section twelve. In section fifteen from "according to the provisions" to "performing the operation." Section sixteen, the words "within three months after the birth of such child," and from "within three months after receiving," to "period as aforesaid," and from "and the public vaccinator" to the end of the section. Section seventeen, to "vaccinations and," and in the same section the words "if the vaccinator so direct," and the words "and inspected as on the previous occasion." Section nineteen. In section twenty, the words "brought to him for vaccination." In section twenty-nine the words "to take such child or," the words "to be taken," and the words, "according to the provisions of this Act." In section thirty-seven the word "of."
34 & 35 Vict. c. 98. The Vaccination Act, 1871.	Section ten. In section eleven the words, "take or," and the words "to be taken."

POWERS OF GUARDIANS.

[30 & 31 Vict.
c. 84.]

The Vaccination Act, 1867, by s. 28, gives wide powers to guardians in dealing with small-pox; the section is as follows:—"The guardians of any union or parish may pay out of their funds all reasonable expenses incurred by them in causing notices to be printed and circulated as to the provisions of this Act, and in and about inquiries and reports as to the state of small-pox or vaccination in their union or parish, and in taking measures to prevent the

spread of small-pox and to promote vaccination upon any actual or expected outbreak of that disease therein, and may pay any officer appointed by them to prosecute persons charged with offences against this Act, or otherwise to enforce its provisions.”

Attention may also be directed to the following :—

MEMORANDUM (DATED MARCH, 1901), ON THE STEPS SPECIALLY REQUISITE TO BE TAKEN BY BOARDS OF GUARDIANS IN PLACES WHERE SMALL-POX IS PREVALENT.

* * * * *

A.—SPECIAL INSTRUCTIONS TO VACCINATION OFFICERS.

1. On the occurrence of any prevalence of small-pox the vaccination officer should give his first and special attention to the particular localities in which the infection exists.

2. In order that for this purpose he may have the earliest possible information of the occurrence of cases of the disease, the guardians should invite the medical officer of health to give information to the vaccination officer of each case of small-pox as soon as it is notified, and, with the same object, the co-operation of persons who visit among the poor should be secured. They should also instruct their district medical officers to give the vaccination officer immediate notice of every fresh case of small-pox which comes under their care, and arrange with the registrars of deaths to forward to him immediate notice of each death registered from small-pox. For convenience of transmitting such notices, each district medical officer and registrar should be supplied with forms duly stamped for post, or with post-cards adapted for the purpose. Private medical practitioners may be invited to give similar information.

3. In each locality in which the infection exists, the vaccination officer should, with the utmost possible dispatch, personally ascertain what children are unprotected by vaccination, and should use his utmost exertions to obtain the prompt vaccination of all such children. Generally speaking, his own judgment and local knowledge will guide him as to the manner in which his inquiries can best be made; but in infected courts or alleys, as well as in certain kinds of streets, inquiries from house to house, and, in tenement houses, from room to room, will be indispensable.

4. Where any child (between the ages of six months and fourteen years) who has not already had small-pox, or has not been duly certified as insusceptible of vaccination, or has not come within the terms of exemption under s. 2 of the Vaccination Act, 1898, or whose vaccination is not at the time standing postponed under medical certificate, is found to be unvaccinated, the vaccination officer should take steps to procure the vaccination of the child with all practicable speed.

With regard to unvaccinated children, not yet six months old, who may be in infected localities, the vaccination officer should advise the parents not to incur the unnecessary risk of waiting for the child to reach that age before having its vaccination performed. In no house in which there is small-pox ought any child to remain unvaccinated, unless on medical examination it is pronounced unfit to be vaccinated.

5. All representations made as above should be accompanied with information as to the existing arrangements for vaccination, including any special

temporary provisions which may have been made under s. 7 of the Vaccination Act, 1898, for public vaccination in the district.

6. The vaccination officer should make it well known that the public vaccinator is at liberty to re-vaccinate all persons who shall not be less than ten years old and shall not have been previously re-vaccinated within a period of ten years, who apply to him for that purpose; and that persons not vaccinated since childhood, who are likely to be exposed to contagion, ought to be re-vaccinated without delay. Above all, this is necessary for persons whose original marks of vaccination are imperfect.

7. In the event of many artisans requiring re-vaccination, and being unwilling to lose part of their working day for the purpose of securing the desired protection, it may be expedient that the vaccination officer should confer with the guardians as to attendances being given by the public vaccinator at some specified hour in the evening.

8. Generally the vaccination officer should take every means to ensure that the vaccination of his whole district is as complete as possible. He should make frequent examination of his birth-lists; and deal, as soon as practicable, with every case of default as it arises; and he should be prompt and diligent in his inquiries respecting the other children to whom his duties extend under s. 7 of his "Instructions," as issued by the Local Government Board.

9. The vaccination officer should give immediate information to the local sanitary authority of any house in which small-pox has appeared, and of which no information has reached him from the medical officer of health, in order that needful means of isolation and disinfection may be taken.

Vaccination Act, 1867, Sect. 31.

The Local Government Board on September 17th, 1901, addressed a circular to boards of guardians informing them of the views which, under the advice of the law officers of the Crown, the Board entertained in respect to certain points connected with proceedings taken with a view to procuring an order for the vaccination of a child under the provisions of s. 31 of the Vaccination Act, 1867.

30 & 31 Vict.
c. 84.

The following extracts may be found useful:—

SERVICE OF NOTICE TO PROCURE A CHILD'S VACCINATION UNDER SECT. 31 OF THE VACCINATION ACT, 1867.

It is not necessary that the notice to procure a child's vaccination referred to in s. 31 of the Vaccination Act, 1867, which must be given as a preliminary to any proceedings under that enactment, should be served personally upon the parent, or other person having the custody of the child, to whom it is given, or that it should be served by the vaccination officer or by his deputy in person. It will be sufficient if this notice is served by post by prepaid letter, and the letter need not be registered.

PROCEDURE UNDER SECT. 31 OF THE ACT OF 1867 FOR AN ORDER FOR A CHILD'S VACCINATION.

As the foundation for proceedings under s. 31 of the Act of 1867, it is necessary that an information in writing should be given to a justice stating (1) that the child with reference to whom the proceedings are taken has not been, or that the vaccination officer has reason to believe that it has not been, successfully vaccinated; (2) that the vaccination officer has given to the parent, or person having the custody of the child, notice to procure its being vaccinated; and (3) that this notice has been disregarded. Care should of course be taken

by the vaccination officer to see before laying any information that the child is still alive, that he has not received in respect of the child a valid certificate of insusceptibility, or of conscientious objection on the part of the child's parent, and that he has not received a valid certificate postponing the child's vaccination. Upon this information the justice may issue a summons to the parent or other custodian of the child, but upon the hearing of the summons the question to be determined is whether the child has or has not been vaccinated, or has already had the small-pox.

IRRELEVANCY OF SECT. 1 (3) OF THE VACCINATION ACT, 1898, TO PROCEEDINGS UNDER SECT. 31 OF THE ACT OF 1867.

The provisions of s. 1 (3) of the Vaccination Act, 1898, have no relevancy to proceedings under s. 31 of the Act of 1867. Consequently, upon the hearing of the summons under the last-mentioned enactment for an order for the vaccination of a child, it will not be requisite for the prosecutor to prove, as part of his case, either that the public vaccinator of the district gave notice of his intention to visit the home of the child in order to vaccinate it, or that he did in fact visit the child's home and offer to vaccinate it.

IRRELEVANCY OF NOTICE TO PROCURE A CHILD'S VACCINATION UPON HEARING OF A SUMMONS FOR AN ORDER OF VACCINATION.

Nor is it necessary upon the hearing of such a summons as above referred to, that the prosecutor should, in the first instance, prove as part of his case, that a notice to procure the child's vaccination as mentioned in s. 31 of the Act of 1867 was in fact given, and strictly speaking no point in regard to this notice can properly be raised.

PROOF OF SERVICE AND CONTENTS OF NOTICE MENTIONED IN SECT. 31 OF THE ACT OF 1867, IF REQUIRED BY JUSTICES.

In case, however, the justices before whom the summons is heard, hold, in disregard of the opinion expressed in the last preceding paragraph, that it is incumbent upon the prosecutor, either as part of his original case or by way of reply to a defence that may be raised touching this matter, to prove that a notice to procure the child's vaccination was given to the defendant, or to prove the contents of such a notice, the following points should be borne in mind:—

- (a.) The service of such a notice will be *primâ facie* established by showing that it was sent to the defendant properly addressed, prepaid, and posted.
- (b.) It is not essential, in order to prove the contents of such a notice, either to give notice to the defendant to produce the actual notice that was given, or to put in evidence an exact or duplicate copy of it.
- (c.) The contents of such a notice may be sufficiently proved by verbal evidence.

ADVISABILITY OF KEEPING ACCURATE COUNTERFOIL OF NOTICE UNDER SECT. 31 OF THE ACT OF 1867.

It will, at the same time, be desirable in order that there may be no doubt as to the exact terms of the notice in question, that the vaccination officer should, when using for the purposes of s. 31 of the Act of 1867, one of the printed forms of notice to procure the vaccination of a child with which he has been furnished, either

- (1) Fill in upon the counterfoil annexed to the form an accurate copy of

the particulars filled in upon the form itself, so that the counterfoil shall, in fact, contain a duplicate of the notice served ;

Or (2) make a duplicate with carbon paper on the form now supplied for this purpose by the Local Government Board.

This counterfoil or duplicate should be available at the hearing, and may be referred to by the vaccination officer for the purpose of establishing the contents of the notice actually given. (31 *Rep. L. G. Bd.*, 1901-2, p. 44.)

THE VACCINATION ORDER, 1898.

(DATED OCTOBER 18TH, 1898.)

General Order.

Vaccination Acts, 1867 to 1898.

Amended Regulations.

To the Board of Guardians of every poor law union in England and Wales ;—

To the Public Vaccinators of the several vaccination districts in England and Wales ;—

And to all others whom it may concern.

[30 & 31 Vict.
c. 84.]

Whereas by section 4 of the Vaccination Act, 1867 (hereinafter referred to as "the Act of 1867"), it was enacted that no person should be appointed a public vaccinator, or act as deputy for a public vaccinator, who should not possess the qualification theretofore prescribed by the Lords of Her Majesty's Council, or such as should be from time to time prescribed by them, except when such Lords should, upon sufficient cause, sanction any departure from their directions ; and that all such regulations as the said Lords had theretofore made, or should thereafter make, which they were thereby authorised to make, to secure the efficient performance of vaccination, should be duly observed by the several persons to whom they applied ;

And whereas by section 8 of the Act of 1867 the Lords of Her Majesty's Council were authorised to issue regulations in respect of the re-vaccination of persons who might apply to be re-vaccinated ;

[31 & 35 Vict.
c. 93.]

And whereas by section 5 of the Vaccination Act, 1871 (hereinafter referred to as "the Act of 1871"), it was enacted that, subject to the provisions of that Act, the Poor Law Board should have the same powers with respect to guardians and vaccination officers in matters relating to vaccination as they had with respect to guardians and officers of guardians in matters relating to the relief of the poor, and might make rules, orders and regulations accordingly, and that all enactments relating to such powers, and to such orders, rules and regulations, should apply, *mutatis mutandis*, and that the Poor Law Board should also frame appropriate books and forms for the use of vaccination officers, public vaccinators and medical practitioners under the Act of 1867 and the Act of 1871 ;

And whereas by section 15 of the Act of 1871 it was enacted that the Poor Law Board might, by order, from time to time repeal, alter, and add to, the forms contained in the schedule to the Act of 1867 ;

[34 & 35 Vict.
c. 70.]

And whereas by virtue of the Local Government Board Act, 1871, and of section 16 of the Act of 1871, all the powers and duties vested in or imposed on Her Majesty's Most Honourable Privy Council by the Act of 1867, and any Acts amending the said Act, and conferring powers on the said Privy Council, and all

powers and duties vested in or imposed on the Poor Law Board by the several Acts of Parliament relating to the relief of the poor, and any other Acts, are now vested in and imposed on us, the Local Government Board ;

And whereas by section 1 of the Vaccination Act, 1874 (hereinafter referred to as "the Act of 1874"), it was enacted that the powers conferred by the above-recited section 5 of the Act of 1871 should be deemed to extend to and include the making of rules, orders and regulations prescribing the duties of guardians and their officers in relation to the institution and conduct of the proceedings to be taken for enforcing the provisions of the Act of 1867 and the Act of 1871, and the payment of the costs and expenses relating thereto; and that rules, orders and regulations under the Act of 1874 should be deemed to be made under the said section 5 of the Act of 1871 ; [37 & 38 Vict. c. 75.]

And whereas by divers general and special orders the Lords of Her Majesty's Privy Council, the Poor Law Board, and we ourselves have made regulations under, or which had effect under, the hereinbefore recited enactments ; and the said orders or some parts thereof are still in force ;

And whereas by s. 6 of the Vaccination Act, 1898 (hereinafter referred to as "the Act of 1898"), we are empowered to make rules and regulations with respect to the duties and remuneration of public vaccinators, whether under contracts made before or after the passing of that Act ; [61 & 62 Vict. c. 49.]

And whereas by section 7 of the Act of 1898 we are further empowered by order, if in our opinion it is expedient by reason of serious risk of outbreak of small-pox or of other exceptional circumstances, to require the guardians of any poor law union to provide vaccination stations for the vaccination of children with glycerinated calf lymph or such other lymph as may be issued by us, and to modify as respects the area to which the order applies, and during the period for which it is in force, the provisions of that Act requiring the public vaccinator to visit the home of the child otherwise than on request of the parent ;

Now therefore we the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby order that from and after the thirty-first day of December, one thousand eight hundred and ninety-eight (hereinafter referred to as "the commencement of this order"), the following provisions shall, unless we otherwise direct, have effect, viz. :—

Art. 1.—All the Orders of Council and general and other orders made by the Lords of Her Majesty's Privy Council, the Poor Law Board, and by us, under, or which have effect under, any of the hereinbefore recited enactments, shall be rescinded :

Provided that nothing in this article shall affect—

1. The validity of any contract for public vaccination made under any order hereby rescinded ; but the public vaccinator thereunder shall, as from the commencement of this order, perform the duties and be paid the remuneration substituted by this order for the duties and remuneration fixed by such contract ; or
2. The appointment or tenure of office of any vaccination officer appointed under any of those orders ; but he shall, as from

the commencement of this order, perform the duties prescribed by this order, and be remunerated in manner provided by this order.

CONTRACTS WITH PUBLIC VACCINATORS.

Art. 2.—The guardians of any poor law union shall not enter into a contract for public vaccination with any registered medical practitioner, or approve of any such practitioner as deputy for a public vaccinator, unless he shall produce a certificate of proficiency in vaccination given, under such conditions as we from time to time fix, by some person whom we shall have authorised to act for the purpose and by whom he shall have been duly instructed and examined in the practice of vaccination; but it shall not be necessary to produce the certificate to the guardians, if such certificate was required as a condition of obtaining any diploma, licence, or degree which the contractor possesses.

*Amending
Order,
June 8th,
1905.*

Provided that a certificate of proficiency in vaccination may be granted after examination only, and without a preliminary course of instruction, by a person whom we shall have authorised to act for the purpose—

(a.) to any registered medical practitioner who possesses a diploma, licence or degree conferring the right of registration under the Medical Acts, and granted by an examining body in England and Wales or Scotland prior to the date at which the examining body first required, as a condition of obtaining the diploma, licence or degree, a certificate of proficiency in vaccination given by a person authorised by us to act for the purpose; and

(b.) to any registered medical practitioner who possesses a diploma, licence or degree which confers the right of registration under the Medical Acts, and which has been or may be granted by an examining body in Ireland, before the first day of January, one thousand nine hundred and six.

*Vaccination
Order, 1898—
continued.*

Art. 3. *By Art. 1 of the Vaccination Order, 1907, the following has been substituted for Art. 3 of the Vaccination Order, 1898.*

*Vaccination
Order, 1907.*

Art. 3.—(1.) Every contract for public vaccination, other than a contract with the medical officer of a workhouse for the vaccination of the persons resident therein, shall be made in the form set out in the first schedule in this order, with such modifications, if any, as the guardians and the contractor adopt, and we approve; and shall provide for payments to be made to the public vaccinator as follows; that is to say,—

(a.) A payment of not less than one shilling in respect of every child whose birth has been registered in his district after the

thirty-first day of August, one thousand eight hundred and ninety-eight, or who is resident in his district and whose birth has been registered in some other district after that date, or has not been registered at all, except in the case of a child who has died or has been removed from the district before attaining the age of four months, or who has been duly certified to be successfully vaccinated otherwise than by the public vaccinator, or to be insusceptible of vaccination, or to have had small-pox before reaching that age, or with regard to whom a certificate under s. 2 of the Act of 1898 is in force ;

- (b.) A payment of not less than two shillings and sixpence in respect of each case of successful vaccination performed by the public vaccinator at his surgery or elsewhere than at the home of the person vaccinated, where the case is that of

A person other than a child, or

A child whose age exceeds twelve months, and in whose case the parent or person having the custody of the child has requested that the child may be vaccinated elsewhere than at the home of the child, and the public vaccinator, having regard to the provisions of sub-s. (4) of s. 1 of the Act of 1898, has satisfied himself that the child can be safely vaccinated :

- (c.) A payment of not less than two shillings and sixpence in respect of each case of successful re-vaccination performed by the public vaccinator at his surgery or elsewhere than at the home of the person vaccinated.
- (d.) A payment in respect of each case of successful vaccination or of successful re-vaccination performed by the public vaccinator at the home of the person vaccinated or re-vaccinated of an amount not less than the sum specified in such one of the rules set forth in this paragraph as is applicable to the case ; that is to say—

Rule 1. Where the district is one which is wholly situate in the county of London, or is wholly situate in a borough or in another urban district, with a population, according to the returns of the last census for the time being, of not less than fifty thousand persons, the amount of the payment in every case shall be a sum not less than two shillings and sixpence.

Rule 2. Where the district is one of which a part only is situate in the county of London, or of which a part only is situate in a borough or in another urban district, with a population, according to the returns of the last census for the time being, of not less than fifty thousand persons, the

amount of the payment in every case shall be a sum not less than two shillings and sixpence.

- Rule 3. Where the district is one to which rule 1 and rule 2 are inapplicable, the amount of the payment in every case shall be a sum not less than three shillings and sixpence.
- (e.) Except so far as this sub-division otherwise provides, nothing in paragraphs (b.), (c.), and (d.) of this sub-division shall apply in any case in which during a period of twenty-four consecutive hours successful vaccination or successful re-vaccination has been performed by the public vaccinator upon two or more persons at one and the same home, or on any premises (other than the surgery of the public vaccinator) whereon those persons were together present at any time during the aforesaid period.

In every such case, the amount to be paid to the public vaccinator shall in respect of the first person vaccinated or re-vaccinated, be the sum which being not less than the sum specified in such one of the rules hereinbefore set forth as is applicable to the case of that person, is fixed in the contract approved by us, and in force for the time being, or, in any case to which sub-division (1) of article 5 applies, is fixed by an instrument executed in pursuance of that sub-division, and in respect of every other person vaccinated or re-vaccinated, the amount to be paid to the public vaccinator shall be such a sum as is fixed in the contract approved by us, and in force for the time being, or such a sum as, in any case to which sub-division (1) of article 5 applies, is fixed by an instrument executed in pursuance of that sub-division.

- (f.) Nothing in paragraphs (b.), (c.), (d.), and (e.) of this sub-division shall authorise a payment to the public vaccinator in respect of the re-vaccination of a person who is less than ten years of age, or who has been re-vaccinated within the period of ten years immediately preceding.

(2.) The number of children in respect of whom payments are to be made in pursuance of paragraph (a.) of sub-division (1) shall be the number of children in the lists to be sent by the vaccination officer to the public vaccinator as provided by paragraph 6 (a.) of the "Instructions to Vaccination Officers" in the fourth schedule to this order, together with the number of children not included in those lists, but vaccinated by the public vaccinator himself.

(3.) Every payment to be made to the public vaccinator in accordance with this article shall, subject to such of the provisions of this article as fix the least amount payable, be of such amount, and shall be made at such times and subject to such conditions as

are fixed and prescribed in the contract approved by us, and in force for the time being, or of such amount as, in any case to which sub-division (1) of article 5 applies, is fixed by an instrument executed in pursuance of that sub-division.

(4.) Every payment made to the public vaccinator in accordance with this article shall be deemed to include any expense in respect of postage incurred by the public vaccinator, unless otherwise agreed between him and the guardians.

Art. 2. No payment shall be made to the public vaccinator in respect of any case of vaccination or re-vaccination unless the operation has been performed in accordance with the rules and regulations made by us and in force for the time being, and unless the provisions of the Vaccination Acts, 1867 to 1898, have been duly observed in relation to the case.

*Vaccination
Order, 1907.*

FIRST SCHEDULE.

[As Amended by the Vaccination Order, 1907.]

FORM OF VACCINATION CONTRACT.

Articles of agreement entered into this _____ day of _____,
one thousand nine hundred and _____, between
_____ of the one part, and the guardians of the
poor of the _____ Union, in the county of _____,
of the other part.

Whereas the said guardians have, in pursuance of the several statutes in that behalf, with the approval of the Local Government Board, divided the union aforesaid into districts for the purpose of vaccination, one of which districts comprises the parishes and places following; that is to say,

_____ and the said guardians have agreed with the
said _____ to enter into a contract for the performance of
vaccination in the said district:

Now, therefore, the said _____ doth hereby covenant and agree with the said guardians and their successors that, from and after the day of _____, he will (subject to any order as to vaccination made by the Local Government Board under section 7 of the Vaccination Act, 1898) by himself, or (when he shall be unable to perform his duties in person) by the deputy who is herein-after mentioned, or who may hereafter be approved by the guardians, and whose name may be endorsed hereon, duly and according to the requirements of the Acts and orders relating to vaccination, perform the following duties:—

- (1.) In the case of every child resident in the district, on the request of the parent or other person having the custody of the child, he will, within four weeks after the receipt of such request, visit the home of the child for the purpose of vaccinating the child.
- (2.) In the case of every child resident in the district who has reached the age of four months, and as to whom he has received the requisite notice from the vaccination officer, he will visit the home of the child within four weeks after the receipt of the notice, and offer to vaccinate the child with glycerinated calf lymph, or such other lymph as may be issued by the

Local Government Board, and if his offer is accepted will thereupon (or after such postponement, if any, as may in his opinion be necessary) so vaccinate the child.

- (3.) In the case of a child whose age exceeds twelve months and in whose case the parent or person having the custody of the child has requested that the child may be vaccinated elsewhere than at the home of the child, and he, having regard to the provisions of sub-s. (4) of s. 1 of the Vaccination Act, 1898, has satisfied himself that the child can be safely vaccinated, he will perform the operation at his surgery or at such other place as may be arranged by him with the parent or person having the custody of the child.
- (4.) In the case of any person other than a child, who applies to him for primary vaccination, or of any person applying to him for re-vaccination, who is not less than ten years of age, and has not been previously re-vaccinated within a period of ten years, he will, if so requested, visit the home of the person for the purpose of vaccinating or re-vaccinating him, or will, if not so requested, perform the operation at his surgery, or at such other place as may be arranged by him with the person so applying.
- (5.) In every such case he will do and perform all such acts and things as, to the best of his judgment, and in accordance with the rules and regulations in force as to vaccination, shall seem to him necessary for the purpose of causing the vaccination to be successfully terminated.
- (6.) In every case in which he has performed vaccination he will, not less than six days nor more than fourteen days after the operation, attend at the place where the vaccination was performed, or, in the case of a re-vaccination, at such other place as may be arranged, and inspect the result of the vaccination or re-vaccination; and will thereafter do such acts, and give such directions, and otherwise treat the case as may be necessary.
- (7.) If any child vaccinated by him shall, in his opinion, require medical treatment in consequence of the vaccination, he will, if the parent or other person having the custody of the child consent, attend the child and prescribe such treatment as may be required.
- (8.) He will keep a book, to be termed "The Vaccinator's Register," according to the form prescribed by the Local Government Board, to be provided for him by the said guardians, and will, on the same day on which he shall have vaccinated any person to whom this contract shall apply, and on the same day on which he shall have inspected the results of the vaccination of such person, make the entries respectively applicable to the vaccination and the inspection of the results of the vaccination, and will on the day next before the first ordinary meeting of the said guardians in every quarter of the year, and also at such other times as may be required by the guardians or for purposes of audit, deliver or cause to be delivered to their clerk, the book in which he shall have made such entries during the interval preceding such meeting or audit.
- (9.) He will make out an account at the end of every quarter of the sums payable to him under this contract, and will cause the same to be delivered to the clerk to the guardians as soon as practicable after the end of the quarter.
- (10.) He will perform any other duties in regard to vaccination which may be imposed upon him by the Vaccination Acts, 1867 to 1898, or by any rules and regulations of the Local Government Board under those Acts.

And the said guardians do, for themselves and their successors, covenant and agree with the said _____ as follows:—

That is to say—to pay him, his executors or administrators, within one calendar month after Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day, respectively, during the subsistence of this contract, and within one month after its termination, the following sums:—

(1.) A sum of _____ in respect of every child whose birth has been registered in his district after the 31st day of August, 1898, or who is resident in his district and whose birth has been registered in some other district after that date, or has not been registered at all, except in the case of a child who has died or has been removed from the district before attaining the age of four months, or who has been duly certified to be successfully vaccinated otherwise than by the public vaccinator, or to be insusceptible of vaccination, or to have had small-pox before reaching that age, or with regard to whom a certificate under s. 2 of the Vaccination Act, 1898, is in force.

(2.) A sum of _____ in respect of each case of successful vaccination performed by the public vaccinator at his surgery or elsewhere than at the home of the person vaccinated where the case is that of—

A person other than a child, or

A child whose age exceeds twelve months and in whose case the parent or person having the custody of the child has requested that the child may be vaccinated elsewhere than at the home of the child, and the public vaccinator, having regard to the provisions of sub-s. (4) of s. 1 of the Vaccination Act, 1898, has satisfied himself that the child can be safely vaccinated.

(3.) A sum of _____ for every successful re-vaccination by the public vaccinator at his surgery or elsewhere than at the home of the person vaccinated.

(4.) A payment in respect of each case of successful vaccination or of successful re-vaccination performed by the public vaccinator at the home of the person vaccinated or re-vaccinated of a sum of _____.

(5.) Provided that the agreement of the said guardians with respect to the payments to be made to the said _____ shall be subject to the following conditions; that is to say—

(i.) Nothing in the paragraphs numbered (2) (3) and (4) shall apply in any case in which during a period of twenty-four consecutive hours successful vaccination or successful re-vaccination has been performed by the public vaccinator upon two or more persons at one and the same home, or on any premises (other than the surgery of the public vaccinator) whereon those persons were together present at any time during the aforesaid period. In every such case the amount to be paid to the public vaccinator shall be, in respect of the first person vaccinated or re-vaccinated, a sum of _____ and in respect of every other person vaccinated or re-vaccinated a sum of _____ ;

(ii.) Nothing in the paragraphs numbered (2) (3) and (4) or in the condition (i.) shall authorise a payment to the public vaccinator in respect of the re-vaccination of a person who is less than ten years of age, or who has been re-vaccinated within the period of ten years immediately preceding; and

(iii.) No payment shall be made to the public vaccinator in respect of any case of vaccination or re-vaccination unless the operation has been,

performed in accordance with the rules and regulations made by us, and in force for the time being, and unless the provisions of the Vaccination Acts, 1867 to 1898, have been duly observed in relation to the case; nor shall any payment be made in respect of any case of vaccination or re-vaccination, the particulars of which shall not have been duly entered in the vaccinator's register, except in the case of any omission which shall be explained to the satisfaction of the said guardians.

The said guardians approve of _____ as the occasional deputy of the said _____ for the purposes of this contract.

And it is mutually agreed that this contract may be put an end to by either of the parties thereto, by giving twenty-eight days' notice to the other party of the intention to put an end to the same.

In witness whereof, the said _____ hath hereunto set his hand and seal, and the said guardians their common seal, the day and year first above written.

Signed, sealed, and delivered by }
the above named } (L. S.)
in the presence of }



The common seal of the guardians of the above-named union was hereto affixed at a meeting of the Board of Guardians, held on the day of the date hereof by _____ chairman of the board at the said meeting in the presence of _____

Clerk to the Guardians of the said Union.

[The notice from the vaccination-officer (clause (2), p. 253) will be in Form H. in schedule 5 (see p. 477).]

*Vaccination
Order,
June 19th,
1899.*

Art. 1.—In relation to each of the public vaccinators named in the schedule to this order, while such public vaccinator acts in the capacity of an authorised teacher of vaccination, Art. 3 of the Vaccination Order, 1898, shall have effect as if, after the word “vaccinated” in sub-division (1) (b.) of the said article, there were added the words “and a payment of not less than five shillings in respect of every successful primary vaccination of any child, which may be performed elsewhere than at the home of the child vaccinated, but at such place and subject to such conditions as we may from time to time direct or approve.”

Art. 3 of the Vaccination Order, 1898, as altered by the addition hereinbefore set forth, shall be deemed to have applied and shall apply to each of the said public vaccinators from the first day of January, one thousand eight hundred and ninety-nine, until such public vaccinator shall cease to be authorised to give certificates of due qualification in the practice of vaccination.

Art. 2.—The provisions of the preceding article shall apply to any public vaccinator whom we may by our order hereafter authorise to give certificates of due qualification in the practice of vaccination, with the substitution in the said provisions of the date

of the operation of the order under which such public vaccinator shall be authorised to give such certificates for the first day of January, one thousand eight hundred and ninety-nine.

Art. 3.—This order may be cited as “The Vaccination Order 1899.”

SCHEDULE.

Name of Public Vaccinator.	Address of Public Vaccinator.
William Alexander Budd -	20, West Southernhay, Exeter.
Alexander Carson Clarke -	Roman Place, Higher Broughton, Manchester.
Albert Ernest Cope -	26, Bessborough Gardens, Westminster, S.W.
Edwin Climson Greenwood -	19, St. John's Wood Park, N.W.
Frank Hawthorn -	The Dispensary, Newcastle-on-Tyne.
Frederick Holmes -	Springfield House, Burmantofts, Leeds.
Victor Alexander Jaynes -	157, Jamaica Road, Bermondsey, S.E.
Joseph Loane -	15, Great Alie Street, E.
George Shepley Page -	78, Old Market Street, Bristol.
Nathaniel Edward Roberts -	33, Mulgrave Street, Liverpool.
Edmund Robinson -	213, Bristol Road, Edgbaston, Birmingham.
William Skinner -	250, Brook Hill, Sheffield.
John Francis Staines -	42, Bloomsbury Square, W.C.
John Llewellyn Treharne -	92, Newport Road, Cardiff.

Art. 9.—(1.) So long as a public vaccinator who is named in the schedule to the Vaccination Order, 1899, or a public vaccinator whom, prior to the twenty-first day of May, one thousand nine hundred and seven, we have authorised to give certificates of due qualification in the practice of vaccination, continues to be authorised to give those certificates, nothing in this order shall, in relation to the said public vaccinator, affect the operation of the Vaccination Order, 1899, or of so much of the order as is applied by the Vaccination Order, 1899, to that public vaccinator.

*Vaccination
Order, 1907.*

(2.) Nothing in Art. 2 of the Vaccination Order, 1899, shall apply to a public vaccinator whom, after the twenty-first day of May, one thousand nine hundred and seven, we may authorise to give certificates of due qualification in the practice of vaccination.

Art. 4.—Where a workhouse is a vaccination district, every vaccination contract made after the commencement of this order with the medical officer of the workhouse for the vaccination of persons resident therein shall be made in the form set out in the second schedule hereto, with such modifications, if any, as the guardians and the contractor shall, with our approval, adopt; and shall provide for a payment of not less than two shillings and sixpence in respect of each successful primary vaccination or re-vaccination performed by him under his contract.

*Vaccination
Order, 1898—
continued.*

SECOND SCHEDULE.

FORM OF VACCINATION CONTRACT WITH THE MEDICAL OFFICER OF A
WORKHOUSE.

Articles of agreement entered into this day of , one thousand
eight hundred and between of the one part, and the guar-
dians of the poor of the union, in the county of , of the other
part.

Whereas the said guardians have, in pursuance of the several statutes in that behalf, with the approval of the Local Government Board, divided the union aforesaid into districts for the purpose of vaccination, one of which districts consists of the workhouse of the said union; and the said guardians have agreed with the said to enter into a contract for the performance of vaccination at the said workhouse.

Now, therefore, the said doth hereby covenant and agree with the said guardians and their successors that, from and after the day of , he will by himself, or (when he shall be unable to perform his duties in person) by the deputy hereinafter mentioned, or who may hereafter be approved by the guardians, and whose name may be endorsed hereon, duly and according to the requirements of the Acts and orders relating to vaccination perform the following duties:—

- (1.) In the case of every child resident in the workhouse, on the request of the parent or other person having the custody of the child, he will, as soon as practicable after such request, attend at the workhouse for the purpose of vaccinating the child.
- (2.) In the case of every child resident in the workhouse who has reached the age of two months without having been vaccinated, he will offer to vaccinate the child with glycerinated calf lymph, or such other lymph as may be issued by the Local Government Board, and if his offer is accepted will thereupon (or after such postponement, if any, as may in his opinion be necessary) so vaccinate the child.
- (3.) He will vaccinate any other person resident in the workhouse applying to him for primary vaccination or re-vaccination, provided that in the case of re-vaccination such person shall not be less than ten years old, and shall not have been previously re-vaccinated within a period of ten years.
- (4.) In every such case he will do and perform all such acts and things as, to the best of his judgment, and in accordance with the requirements of the orders in force as to vaccination, shall seem to him necessary for the purpose of causing the vaccination to be successfully terminated.
- (5.) In every case in which he has performed vaccination or re-vaccination he will, if the person vaccinated is still in the workhouse, not earlier than the fifth day, nor later than the tenth day, after the operation, inspect the result; and will thereafter do such acts, and give such directions, and treat the case as may be necessary.
- (6.) He will keep a book, to be termed "The Vaccinator's Register," according to the form prescribed by the Local Government Board, to be provided for him by the said guardians, and will, on the same day on which he shall have vaccinated any person to whom this contract shall apply, and on the same day on which he shall have inspected the results of the vaccination of such person, make the entries respectively applicable to the vaccination and the inspection of the results of the vaccination, and will on the day next before the first ordinary meeting of the said guardians.

in every quarter of the year, and also at such other times as may be required by the guardians, or for purposes of audit, deliver, or cause to be delivered to their clerk, the book in which he shall have made such entries during the interval preceding such meeting or audit.

(7.) He will perform any other duties in respect of vaccination which may be imposed on him by the Vaccination Acts, 1867 to 1898, or by any order of the Local Government Board under those Acts.

And the said guardians do, for themselves and their successors, covenant and agree with the said as follows:—

That is to say—to pay him, his executors or administrators, within one calendar month after Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day respectively, during the subsistence of this contract, and within one month after its termination, the sum of for every successful primary vaccination or re-vaccination :

Provided that no payment shall be made in respect of any primary vaccination or re-vaccination unless the same shall have been performed in accordance with the conditions prescribed by the Vaccination Order, 1898, nor unless the provisions of the Vaccination Acts, 1867 to 1898, and of that order in regard to certificates and their transmission, and otherwise shall have been observed in relation thereto, nor shall any payment be made in respect of any vaccination or re-vaccination, the particulars of which shall not be duly entered in the vaccinator's register, except in the case of any omission which shall be explained to the satisfaction of the said guardians.

The said guardians approve of as the occasional deputy of the said for the purposes of this contract.

And it is mutually agreed that this contract may be put an end to by either of the parties thereto, by giving twenty-eight days' notice to the other party of the intention to put an end to the same.

In witness whereof the said

hath hereunto set his hand and seal, and the said guardians their common seal, the day and year first above written.

Signed, sealed, and delivered }
by the above-named (L. S.)
in the presence of }



The common seal of the guardians of the above-named union was hereto affixed at a meeting of the board of guardians, held on the day of the date hereof by chairman of the board at the said meeting, in the presence of

Clerk to the Guardians of the said Union.

[As to vaccination districts, see ss. 2 and 3 of the Vaccination Act, 1867.] 30 & 31 Vict. c. 84.

By Art. 3 of the Vaccination Order, 1907, the following has been substituted for Art. 5 (1) of the Vaccination Order, 1898.

Art. 5.—(1.) Any contract for public vaccination, other than a contract made with the medical officer of a workhouse for the vaccination of the persons resident therein, which is in force on the twenty-first day of May, one thousand nine hundred and seven *Vaccination Order, 1907.*

shall continue in force until the same has been determined by the death of the contractor or by notice as therein provided, or by us, or until a new contract has been entered into with the contractor and has been approved by us in place thereof; and the contract which is so continued in force shall, as from the first day of October, one thousand nine hundred and seven, be deemed, as regards the duties of the public vaccinator, in lieu of the provisions in that behalf therein contained, to require the public vaccinator to perform the duties prescribed by this order, or specified in a contract in the form in the first schedule hereto, and as regards the remuneration of the public vaccinator, in lieu of the payments mentioned in the contract continued in force, to provide for the payment of the public vaccinator by the guardians after such rates as, in relation to the district, are, before the thirty-first day of December, one thousand nine hundred and seven, set forth in an instrument which shall be executed by us, and of which one copy shall be sent to the guardians, and one copy shall be sent to the public vaccinator.

For the purposes of this sub-division, and of any instrument to be executed in pursuance thereof, the provisions of art. 3 of this order shall have effect, subject to such adaptations or modifications as are made by the instrument.

If any difference arises between the guardians and the public vaccinator in relation to the instrument, or to any matter or thing affected by the instrument, the difference shall, on the application of the guardians or of the public vaccinator be determined by us, and the contract continued in force by this sub-division shall have effect subject to our determination of the difference.

*Vaccination
Order, 1898—
continued.*

(2.) Any contract made under the Vaccination Act of 1867 with the medical officer of a workhouse for the vaccination of the persons resident therein which shall be in force at the commencement of this order shall continue in force until the same shall have been determined by the death of the contractor or by notice or otherwise as therein provided, or by us, or until a new contract shall be entered into with the contractor, and shall have been approved by us, and such contract shall be deemed, as regards the duties of the public vaccinator, in lieu of the provisions in that behalf therein contained, to require the public vaccinator to perform the duties prescribed by this order or specified in the form of contract in the second schedule hereto, and as regards the remuneration of the medical officer as public vaccinator, in lieu of the payments in such contract specified, to provide for the payment by the guardians of such payment as is prescribed by art. 4 of this order, the amount of such payment being such as may be agreed upon by the guardians

and the medical officer before the first day of January, one thousand eight hundred and ninety-nine, and may be approved by us, or if the amount of such payments shall not be so settled then, as may be determined by us.

DUTIES OF PUBLIC VACCINATOR.

Art. 6.—Every public vaccinator shall diligently perform the duties imposed on him by his contract or by this order; and shall perform such duties in person, except when, on account of reasonable absence from the district, or on some other sufficient ground, he shall be obliged to leave any of them to be performed by a duly qualified deputy approved by the guardians.

The qualifications required for a deputy are laid down in art. 2.

Art. 7.—(1.) The visit of the public vaccinator to the home of a child, whether on request of the parent or other person having the custody of the child, or after notice from the vaccination officer, shall be made not earlier than 9 o'clock in the morning nor later than 4 o'clock in the afternoon, unless some other time shall have been arranged between the public vaccinator and the parent or such other person. In either case at least twenty-four hours' notice shall be given by the public vaccinator of his intention to visit the home of the child, unless the parent or other person having the custody of the child otherwise agrees in any case where the visit is made at his request. In the case of a visit after notice from the vaccination officer, the notice of the intention to visit shall be in the Form I. set out in the fifth schedule hereto, or to the like effect.

For Form I., see p. 478.

As to notice from the vaccination officer see No. 6 (a.) of the instructions to vaccination officers, p. 468, and Form H. at p. 477.

(2.) The visit of the public vaccinator to the home of a child, whether on request of the parent or other person having the custody of the child, or after notice from the vaccination officer, shall, in the absence of any sufficient reason for delay, be made within *two weeks* [four weeks (*Vaccination Order*, 1907, *Art.* 4)] after receipt of the request or notice, as the case may be.

(3.) The public vaccinator shall enter in the proper columns of the list of children sent to him in the Form H. set out in the fifth schedule hereto by the vaccination officer in respect of whom the necessary certificates have not been received by such officer the several particulars as to each visit paid by him; and shall, within one month from the receipt of such notice, return the same to the vaccination officer, with such particulars duly inserted.

(4.) This article shall not apply to public vaccinators under contracts for the vaccination of persons resident in a workhouse.

For Form H., see p. 477.

Art. 8.—In the performance and inspection of all vaccinations under contract and otherwise in relation thereto, every public vaccinator shall observe the “Instructions to Vaccinators under Contract” in the third schedule hereto.

THIRD SCHEDULE.

INSTRUCTIONS TO VACCINATORS UNDER CONTRACT.

(1.) Except so far as any immediate danger of small-pox may require, the public vaccinator must vaccinate only subjects who are in good health. As regards infants, he must ascertain that there is not any febrile state, nor any irritation of the bowels, nor any unhealthy state of the skin, especially no chafing or eczema behind the ears, or in the groin, or elsewhere in folds of skin. He must not, except of necessity, vaccinate in cases where there has been recent exposure to the infection of diseases such as measles, scarlatina or diphtheria, nor where erysipelas is prevailing in or about the place of residence.

(2.) A certificate of postponement must be given by the public vaccinator in the form prescribed by the Local Government Board or to the like effect—

(a.) If in his opinion the child is not in a fit and proper state to be vaccinated; or

(b.) If in his opinion the child cannot be safely vaccinated on account of the condition of the house in which it resides or because there is or has been a recent prevalence of infectious disease in the district; and in any such case the public vaccinator is required forthwith to give notice of such certificate to the medical officer of health for the district in the Form P. set out in the fifth schedule to this order or to the like effect [p. 480c].

(3.) All public vaccinations are to be performed with glycerinated calf lymph, or with such other lymph as may be issued by the Local Government Board. If the parent or other person having the custody of a child requires that it shall be vaccinated with lymph issued by the Local Government Board, the vaccination must be performed with such lymph.

(4.) The public vaccinator must keep such record of the lymph he uses for vaccinating as will enable him always to identify the origin of the lymph used in each operation. He must not employ lymph supplied by any person who does not keep an exact record of its source.

(5.) The public vaccinator must keep in good condition the lancets or other instruments which he uses for vaccinating, and he must not use them for any other purpose whatever. When he vaccinates he must cleanse and sterilise his instrument after one operation before proceeding to another, and must always, when vaccinating, have with him the means of doing this. When once he has unsealed a tube of lymph he must never attempt to keep any part of its contents for the purposes of vaccination on a future occasion. Under no circumstances should the mouth be applied directly to the tube in which the lymph is contained for the purpose of expelling the lymph. In the case of ordinary capillary tubes an artificial blower may properly be used for this purpose.

(6.) Vaccination should at every stage be carried out with aseptic precautions. These should include: 1st, the cleansing of the surface of the skin before vaccination; 2nd, the use of sterilised instruments; and 3rd, the protection of the vaccinated surface against extraneous infection both on the performance of the operation and on inspection of the results.

Advice as to the precautions to be taken in this respect until the scabs have fallen and the arm has healed should always be given to the person having the custody of the child.

(7.) In all ordinary cases of primary vaccination the public vaccinator must aim at producing four separate good-sized vesicles or groups of vesicles, not less than half an inch from one another. The total area of vesiculation resulting from the vaccination should not be less than half a square inch.

(8.) The public vaccinator must enter all cases in his register on the day when he vaccinates them, together with all particulars required in the register up to and including the column headed "Initials of person performing the vaccination." The results of the vaccination, which must be attested by the initials of the person who inspects the case, are to be entered upon the day of inspection. In cases of successful primary vaccination the public vaccinator must record the number of separate scarified areas, punctures, or groups of punctures made, and the number of separate normal vaccine vesicles or groups of vesicles which have been produced. In cases of re-vaccination he must register as "successful" only those cases in which either vesicles, normal or modified, or papules surrounded by areolæ have resulted. When any operation (whether vaccination or re-vaccination) has to be repeated owing to want of success in the first instance it should be entered as a fresh case in the register.

Art. 9.—Every public vaccinator shall duly register all vaccinations performed by him in a register in the Form O. set out in the fifth schedule hereto, and in manner directed in the "Instructions to Vaccinators under Contract" in the third schedule hereto.

For Form O., see p. 480B.

APPOINTMENT OF VACCINATION OFFICERS.

Art. 10.—(1.) Where the number of vaccination officers already appointed or hereafter appointed in any poor law union shall at any time, in the opinion of the guardians or in our opinion, be insufficient for the purpose of securing the due execution of the Vaccination Acts, 1867 to 1898, in such union, the guardians shall, with our approval, or on our requisition, appoint a sufficient number of such officers.

(2.) Whenever, in consequence of an outbreak of small-pox, or for other cause, it may appear to the guardians or to us to be requisite that temporary assistance should be provided for any vaccination officer in the discharge of his duties, the guardians may, and, if so directed by us, shall, appoint an assistant or assistants to the vaccination officer for such time as the guardians may deem necessary or we may direct.

Art. 11.—(1.) Every appointment of a vaccination officer made after the commencement of this order shall be subject to our approval.

(2.) Notice of a proposal to appoint a vaccination officer shall be given at one of the two ordinary meetings next preceding the meeting at which the appointment is to be made, such notice being duly entered on the minutes, or else an advertisement specifying the district for which, and the date of the meeting at which, such appointment is proposed to be made, together with the rate of remuneration to be paid, shall be published in some newspaper circulating in the union at least seven days before the day fixed for the appointment.

Art. 12.—The [clerk to the (*Vaccination Order*, 1907, *Art.* 5)] guardians shall furnish the vaccination officer with a copy of the resolution appointing him signed by the chairman of the meeting at which the appointment was made, or of the ensuing meeting; or, in the case of any vaccination officer appointed before the commencement of this order, with a copy of such resolution under the seal of the guardians.

Art. 13.—Every appointment of a vaccination officer shall, within seven days after it is made, be reported to us, by the clerk to the guardians, who shall furnish such particulars relating thereto as we may require.

Art. 14.—If any vaccination officer is at any time prevented by sickness or accident or other sufficient reason from performing his duties, the guardians shall appoint a competent person to act as his temporary substitute, and such person shall be deemed to be the vaccination officer. It shall not be necessary in any such case that the foregoing articles as to appointment, except Art. 12, should be complied with, nor shall our approval be required to any such temporary appointment.

But by Art. 24 (2) no remuneration to any temporary substitute can be paid for a longer period than six weeks without the consent of the Local Government Board.

Art. 15.—(1.) In the event of a vacancy in the office of vaccination officer at or after the commencement of this order, the clerk to the guardians shall report it to us, and the guardians shall make a fresh appointment without delay unless we shall otherwise direct.

(2.) If the guardians are unable to fill up the vacancy forthwith, they shall appoint a person to act temporarily, subject to our approval.

TENURE OF OFFICE OF VACCINATION OFFICERS.

Art. 16.—Every vaccination officer appointed under this order shall continue to hold the office until he shall die, or resign, or be

removed by the guardians with our consent, or by us, or shall be proved to be insane by evidence which we shall deem sufficient.

Art. 17.—Where a vaccination officer is appointed for a particular district, and any change in the extent of the district may be deemed necessary, and he shall decline to acquiesce therein, the guardians may after six months' notice in writing, signed by their clerk, and given to such vaccination officer, determine his office subject to our consent.

The Vaccination Act, 1871, by s. 5, rendered it obligatory upon the guardians of every union and parish to appoint and pay one or more vaccination officers, and enacted that the provisions of the Vaccination Act, 1867, with respect to the division of unions and parishes into vaccination districts, should extend to authorise the division of unions and parishes into districts for the purpose of the duties of vaccination officers; so, however, that a district of one vaccination officer should (unless the Poor Law Board otherwise directed) coincide either with a vaccination district or districts under the Vaccination Act, 1867, or with a district or districts of a registrar of births and deaths.

34 & 35 Vict.
c. 98.
30 & 31 Vict.
c. 84.

Art. 18.—No person shall be appointed a vaccination officer who does not agree to give one month's notice previous to resigning the office, or to forfeit such sum as may be agreed upon as liquidated damages.

Art. 19.—If any such officer gives notice of an intended resignation to take effect on a future day, the guardians may appoint a successor at any time subsequent to such notice.

REMUNERATION OF VACCINATION OFFICERS.

Art. 20.—(1.) The remuneration of every vaccination officer, whether appointed before or after the commencement of this order, shall consist of—

- (a.) a payment of not less than threepence in respect of each child entered on the birth lists sent to him after the thirty-first day of December, one thousand eight hundred and ninety-eight, by the registrar of births and deaths;
- (b.) a payment of not less than ninepence in respect of the registration by him after the same date in his vaccination register of the successful vaccination of any child born in his district; and
- (c.) a payment of not less than ninepence in respect of the transmission by him after the same date to the vaccination officer of the district where the birth was registered of a copy, certified by him, of the certificate of successful vaccination in his district of any child not born in the district, a note of which he shall have entered in column 17 of his report book.

(2.) Subject to the above provisions as to the minimum, the amount of such payments shall be such as we may approve or direct; and shall be increased or reduced, and such additional payment shall be made for extraordinary services of the vaccination

officer, or under unforeseen circumstances, as we shall from time to time approve or direct.

(3.) The remuneration of the vaccination officer shall be deemed to include any expense in respect of postage incurred by him unless otherwise agreed between him and the guardians.

Art. 21.—The remuneration of every vaccination officer shall be payable up to the day on which he ceases to hold the office, and no longer, subject to any deduction which the guardians may be entitled to make under art. 18.

Art. 22.—Subject to the provisions of art. 23, the remuneration assigned to every vaccination officer shall be payable quarterly, namely, at Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day; but the guardians may pay to him at the expiration of every calendar month such proportion as they may think fit on account of the remuneration to which he may become entitled at the termination of the quarter.

Art. 23.—Every vaccination officer shall make out an account at the end of each quarter, and submit it to the guardians, together with the books which he may be required to keep, and the certificates in his possession; and until such account, books, and certificates have been so submitted, the guardians may postpone the payment of the remuneration which may then remain due.

Art. 24.—(1.) The guardians may pay a reasonable remuneration to any temporary assistant to the vaccination officer, or to any temporary substitute for the vaccination officer, whom they appoint, and shall pay such remuneration as we may direct to any such assistant whose appointment has been made in pursuance of our directions.

(2.) No remuneration to any temporary assistant or substitute shall be paid for a longer period than six weeks, unless our consent is obtained thereto.

DUTIES OF VACCINATION OFFICERS.

Art. 25.—Every vaccination officer shall, subject to the provisions of art. 14, perform the duties of his office in person, unless, with our permission given on the application of the guardians, he shall be allowed to entrust the performance of all or any of them to some deputy approved by such guardians.

Art. 26.—Every vaccination officer shall duly observe the "Instructions to Vaccination Officers," contained in the fourth schedule hereto.

FOURTH SCHEDULE.

INSTRUCTIONS TO VACCINATION OFFICERS.

1. The duties of the vaccination officer will be to act as registrar of vaccination for the district to which he is appointed; to see that all children

resident therein are duly accounted for as regards vaccination; and generally to carry into effect all such provisions of the Vaccination Acts, 1867 to 1898, and the orders made thereunder as are applicable to his office.

2. The vaccination officer shall receive from the registrars of births and deaths the "monthly lists" of births and deaths which will be sent to him under the provisions of the Vaccination Act, 1871, and he shall be responsible for the safe custody of such lists, and of any lists which were sent to any former vaccination officer and have been transferred to him. In the columns which are provided for the purpose, in the part of the "monthly birth list" sheets headed "Vaccination Register," he shall duly enter every certificate which he may receive of the successful vaccination of any child whose name is entered on the lists, or of its insusceptibility to vaccination, or of its having already had small-pox, or of the conscientious belief of the parent or other person having the custody of the child that vaccination would be prejudicial to the health of the child. All such entries must be made immediately on the receipt of the respective certificates. He shall compare each monthly list of deaths with the corresponding and with preceding lists of births, and as regards every child included in the death lists whose name is on the birth lists but for whom he has not received one of the certificates above referred to, he shall enter the death in the column provided. And when on his personal inquiries, or by information from the vaccination officer of another district, or on other reliable authority, he shall have ascertained that a child included in the birth lists for his district has died in some other district, he shall write off the case in like way. His work in these respects will be much facilitated by his keeping an alphabetical index to his birth lists.
3. The vaccination officer shall forthwith enter on blank "birth list" sheets which will be supplied to him for the purpose, on his applying to the registrar, any certificate of the kind referred to in the last preceding paragraph which he may have received relating to any child whose birth has not been registered. He shall, as far as possible, transmit to the vaccination officer of the proper district a copy, certified by him, of any certificate of successful vaccination received by him relating to a child whose birth was registered in a district other than his own, and he will not be entitled to the fee in respect of such certificate unless he has made an entry in column 17 of his report book showing that the copy has been duly transmitted.
4. The monthly list of births, with the supplemental sheets referred to in the last preceding paragraph, which together constitute the "Vaccination Register" of the district, shall in the first instance be kept stitched, or otherwise fastened together, in a stiff cover, so as to preserve them from damage or dirt, and the vaccination officer shall from time to time cause them to be bound into volumes containing not more than 1,000 sheets in each volume.
5. If any list of births or deaths is not received from a registrar within one week from the time it is due, the vaccination officer shall report this in writing to the guardians at their next meeting, with a view to the registrar being immediately called upon for an explanation. The vaccination officer shall forthwith forward to the Local Government Board a copy of such report. If the vaccination officer shall lose any of the lists of births or deaths, he shall obtain another from the registrar at his own cost.
6. The vaccination officer shall see that all children entered on the birth-lists

of his district are either duly vaccinated or are otherwise properly accounted for in accordance with the law relating to vaccination.

He shall keep the birth-lists examined from week to week, and—

*Vaccination
Order, 1907,
Art. 6*

(a.) If on the expiration of seven days after any child entered thereon shall have attained the age of three calendar months none of the certificates mentioned in paragraph 2 of these instructions shall have been received by the vaccination officer, and he shall not have in his possession a valid certificate of postponement in respect of such child, he shall proceed to give notice and make inquiry in the Form Q. set forth in the fifth schedule to this order with a view to obtain the requisite certificate. If on making these inquiries he is unable to ascertain that the child has been vaccinated, but the child is still resident in the district, the vaccination officer shall include the name and home of the child in a list which he shall send to the public vaccinator in the Form H. set out in the fifth schedule to this order [p. 477]. The lists shall be sent once in each week, and the name of each child shall be included in such list that it may reach the public vaccinator within three weeks of the child having attained the age of four months. The date of sending the notice to the public vaccinator must be entered by the vaccination officer in his report book.

*Vaccination
Order, 1898—
continued.*

(b.) Where the vaccination officer shall have excluded from the list sent by him to the public vaccinator the name and home of any child owing to his having in his possession a valid certificate of postponement in respect of such child, he shall on the expiration of such certificate forthwith deal with the case in the manner prescribed by sub-division (a.) of this paragraph, unless such certificate shall be immediately renewed, or he shall have received in respect of the child one of the certificates mentioned in paragraph 2 of these instructions.

(c.) If the vaccination officer shall receive any certificate of postponement relating to any child not resident in his district he shall, so far as possible, transmit such certificate to the vaccination officer of the district where the child is resident.

(d.) If the vaccination officer has not received in respect of any child a certificate under s. 2 of the Vaccination Act, 1898, within the time limited by that section, and at the end of seven days after the expiration of six calendar months from the birth of the child has not received any other of the certificates mentioned in sub-division (a.) of this paragraph, the vaccination officer shall forthwith give a notice in the Form K. set out in the fifth schedule to this order [p. 478], or to the like effect, to the parent or other person having the custody of the child by delivering the same by post or otherwise at the last known residence of such parent or person. If that notice is not duly complied with within the time specified therein, it will become the duty of the vaccination officer under the Vaccination Act, 1871, to take proceedings for the enforcement of the law.

7. The vaccination officer shall at all times use his best endeavours to ascertain whether children resident in his district, but not born in it, or, if so born, not having had their births registered in it, are unvaccinated, and it will be his duty in such cases, subject to the provisions of the Vaccination Acts, 1867 to 1898, to take the requisite steps for procuring their vaccination. Paragraph 6 of these instructions shall apply to such cases with the necessary modifications.

8. The vaccination officer shall keep a book, to be called "The Vaccination Officer's Report Book," in the Form M. set out in the fifth schedule to this order [p. 480], in which he shall forthwith enter the particulars required with regard to children as to whom personal inquiries may have been made, with the dates of such inquiries, and also all certificates of postponement with the date of the certificate, the cause for which it was given, the name of the practitioner who signed it, and the period for which it was given, with a view to any inquiries which may be necessary at the expiration of that period. When certificates of postponement are delivered to him on the form attached to the "Notice of the Requirement of Vaccination," he shall see that the parent or other person having the custody of the child is supplied with a new form of this notice, with the required particulars duly filled in. Copies of the form of "Notice of the Requirement of Vaccination" can be obtained by the vaccination officer on his applying to the registrar. He shall note in the Report Book any further action taken in any case, and make any remarks which the case calls for. He shall take care to make the necessary reference in column VI. of the "Vaccination Register" to each case entered in the Report Book.
9. When the vaccination officer finds that a child has been successfully vaccinated, but that the vaccination has not been duly certified, or that any certificate of postponement, of insusceptibility, or of the child having had small-pox, has been given but has not been transmitted, he shall ascertain with whom the default rests, having regard to the requirements of ss. 21, 23, and 30 of the Vaccination Act, 1867, and s. 7 of the Vaccination Act, 1871, and shall forthwith take the necessary steps for obtaining the certificate required.
10. The vaccination officer shall carefully examine every certificate received by him and shall not accept any certificate not signed by a registered medical practitioner, or in the case of a certificate under s. 2 of the Vaccination Act, 1898, not signed as required by that section.
11. When the vaccination officer shall find that the parent or other person having the custody of any child, respecting whom he has not received a certificate of the kind referred to in paragraph 2 of these instructions, has removed from the district, he shall take pains to ascertain the vaccination officer's district to which such removal has taken place, and shall give notice to the vaccination officer of that district, with a view to the vaccination of the child, and the due transmission to him of a copy of the necessary certificate.

And whenever a certificate respecting a child whose birth was registered in the district of some other vaccination officer is sent to him, he shall take pains to ascertain the district in which the birth took place, and when he has ascertained it, he shall forward to the vaccination officer of that district a copy of the certificate.
12. The vaccination officer shall keep a book in the Form N. set out in the fifth schedule to this order [p. 480A], in which he shall enter a summary of his proceedings under the Vaccination Acts, 1867 to 1898, in each month.
13. The vaccination officer shall prepare at the end of every half-year a summary of the vaccinations in his district, and at the commencement of each year a supplemental return of vaccination in his district, in the forms prescribed and issued by the Local Government Board, and shall submit

one copy of each of such summaries to the guardians, and shall transmit another copy to the Local Government Board, and shall himself preserve another copy for reference. He shall also furnish such other returns to the guardians and Local Government Board as the latter may direct.

14. The vaccination officer shall, on any outbreak of small-pox, make such house-to-house visitations as the Local Government Board or the guardians may direct in reference to vaccination, and carry out any special instructions which the Board or the guardians may issue on the subject.
15. The vaccination officer shall see that the registrars of births and deaths in his district are kept informed of his own name and place of abode or office, in order that the address on the notices of the requirement of vaccination delivered by the registrar to parents may be correct.
16. The vaccination officer shall undertake the distribution of the certificates, books and other forms issued by the Local Government Board to the public vaccinators and medical practitioners in his district, and shall, on request, furnish any parent or other person having the custody of a child with a copy of the form G. set out in the fifth schedule to this order duly filled in, and with the name and address of the public vaccinator written on the back thereof.
17. The vaccination officer shall be responsible for the safe custody of the vaccination registers, except any bound registers which do not contain any entry of a birth registered within the last preceding seven years, and which he may, with the guardians' consent, have deposited in the union offices.
18. The vaccination officer shall preserve every certificate received by him, and the lists, in the Form H. set out in the fifth schedule to this order [p. 477], which shall have been returned to him by the public vaccinator, until after the inspection by an inspector of the Local Government Board of public vaccination in the union next following the date of the certificate, and shall not, in any case, destroy any of them until two years have elapsed from its date.

[It is provided in the Regulations for Army Medical Services that all soldiers' children will be vaccinated and re-vaccinated when necessary by the army medical officers. With a view of preventing difficulty in carrying out the duties of the respective officers concerned, officers of the Board have conferred with officers of the War Department, and it has been arranged that the Army Medical Department will endeavour to secure the vaccination of all soldiers' children within four months from their birth where this is practicable, and will also endeavour to forward the appropriate certificate as to success, postponement or insusceptibility to the vaccination officer of the district in which the War Department building may be situated, at or before the expiration of four months from the date of the child's birth.

In these circumstances, the Board think it desirable that the guardians should instruct their vaccination officers that, where a child born or living in a War Department building is concerned, the officer is to make his prescribed personal inquiries of the army medical officer in charge of the building, and not, in the first instance, directly of the parents of the children. (*Circ.*, June 9th, 1900, 30 *Rep. L. G. Bd.*, p. 12.)]

Art. 27.—(1.) Every vaccination officer shall, when required by the guardians, produce to them his books and the certificates in his possession, and the lists sent by him to the public vaccinator of children in respect of whom the necessary certificates have not been

received by him, when such notices have been returned to him filled up by the public vaccinator; and shall within seven days after the expiration of each month submit to the guardians a copy of the summary of his proceedings under the Vaccination Acts, 1867 to 1898, which he is required to keep by paragraph 12 of the "Instructions to Vaccination Officers" in the fourth schedule hereto, so far as it relates to that month.

(2.) He shall, when required by the guardians, give them full information as to any legal proceedings taken by him as vaccination officer; and, subject to the provisions of the Vaccination Acts, 1867 to 1898, and of this order, shall obey all lawful orders of the guardians which are applicable to his office.

"Having regard to the decision of the Queen's Bench Division in the case of *Bramble v. Lowe* (1897), 1 Q. B. 283; 66 L. J. Q. B. 243, and to the opinions given by the law officers of the Crown, the Board have not inserted any provision in the order imposing any duty either on the guardians or on the vaccination officer as regards the institution and conduct of proceedings. The power and the duty of taking such proceedings are vested in the vaccination officer under the Vaccination Acts passed prior to the Act of last session, without any order of the Board or direction from the guardians." (*Circ. Letter, October 21st, 1898, 28 Rep. L. G. Bd., p. 26.*)

In the case of *Moore (appellant) v. Keyte (respondent)* (1902), 1 K. B. 768, it was held that the vaccination officer, by virtue of his appointment as such, without directions, general or special, from the guardians at any time, and notwithstanding the guardians' direction not to prosecute in certain specified cases, can institute proceedings under the Vaccination Acts, 1867 to 1898, as vaccination officer of the guardians. (*Circ. Letter, September 2nd, 1902, 32 Rep. L. G. Bd., p. 12.*)

Art. 28.—The guardians shall, from time to time, ascertain whether the vaccination officer is performing the duties imposed on him by the Vaccination Acts, 1867 to 1898, of enforcing the provisions of those Acts, and the duties imposed on him by this order, and shall require the due performance by him of such duties; and, in case of any continued neglect on his part, shall report the same to us.

COSTS AND EXPENSES OF VACCINATION OFFICER.

Art. 29.—(1.) The guardians shall pay the reasonable costs and expenses incurred by the vaccination officer in any proceedings taken by him for enforcing the provisions of the Vaccination Acts, 1867 to 1898, including the reasonable costs of obtaining any necessary legal assistance in connection with the institution and conduct of any such proceedings; and the vaccination officer shall within seven days after the receipt of any sum of money recovered or received by him from any defendant in respect of such costs or

expenses, or in respect of any penalty under the said Acts, pay the same to the treasurer of the guardians to their credit.

(2.) The guardians shall also pay the costs incurred by the vaccination officer in binding the birth list sheets as provided in paragraph 4 of the "Instructions to Vaccination Officers," contained in the fourth schedule hereto [p. 466].

(3.) If the guardians think fit to direct that the names and address of the vaccination officer, or of the public vaccinator, as the case may be, shall be printed on any of the forms and notices prescribed by this Order, the vaccination officer shall cause the same to be so printed, and the guardians shall pay the cost of such printing.

FORMS.

Art. 30.—The forms to be used for the purposes of the Vaccination Acts, 1867 to 1898, and orders thereunder, shall be those set out in the fifth schedule hereto, and the same shall be used as follows:—

[30 & 31 Vict.
c. 84.]

(1.) The notice to be given by the registrar of births and deaths under s. 15 of the Act of 1867 shall be in Form A. or to the like effect. Copies of Forms B., C., D. and E. shall be attached thereto, and the name and address of the vaccination officer shall be written or printed on the back thereof.

Sect. 15 of the Vaccination Act, 1867, is as follows:—"The registrar of births shall, on or within seven days after the registration with him of the birth of any child not already vaccinated, give a notice . . . to the parent, or, in the event of the death, illness, absence or inability of the parent, to the person having the custody of such child, if known to him, requiring such child to be duly vaccinated" . . .

FORM A.—THE VACCINATION ACTS, 1867 TO 1898.

Notice of the Requirement of Vaccination.

*To the Father or Mother, or other Person
having the custody of the child herein named.*

Copy hereunder the No. of the entry
of the child's birth from the register
book.

Entry }
No. }

¹ Child's name
and surname.

1. I, the undersigned, hereby give you notice to have the child named ¹
, whose birth is now registered, vaccinated by a public vaccinator
or some other medical practitioner, pursuant to the provisions of the Vaccination
Acts, 1867 to 1898.

2. These Acts require every child to be vaccinated before it is six months
old. The vaccination may, however, be postponed by medical certificate if the
child is not in a fit state to be vaccinated, or if, in the opinion of the public
vaccinator, the condition of the house in which the child resides is such, or there
is or has been such a recent prevalence of infectious disease in the district that
the child cannot be safely vaccinated.

3. If you desire the child to be vaccinated by the public vaccinator before it

is four months old, you should give notice to him in the following form, or to the like effect :—

To _____, Public Vaccinator of the _____ district of the _____ union.

In accordance with s. 1 (2) of the Vaccination Act, 1898, I hereby request that you will visit ¹ _____ for the purpose of vaccinating ² _____ who is now residing at that address.

Dated this _____ day of _____ 18 .

(Signed)

*Parent or other person having the
custody of the said child.*

¹ Address of
the child.

² Child's name
and surname

If you desire it, you can obtain from the vaccination officer a copy of this form, with the name and address of the public vaccinator. The public vaccinator will visit the child's home for the purpose of vaccinating the child not earlier than 9 o'clock in the morning nor later than 4 o'clock in the afternoon, unless some other time shall have been arranged between him and you.

4. If within a week after the child has attained the age of four months the vaccination officer has not received a certificate of its successful vaccination, or of its insusceptibility to vaccination, or of its having had small-pox, and has not in his possession a valid certificate of postponement of the vaccination of the child, and has not received such a certificate as is hereinafter mentioned in paragraph 6, the vaccination officer will give notice to the public vaccinator, and the public vaccinator will call at the home of the child before the child attains the age of six months, and will offer to vaccinate the child with glycerinated calf lymph, or such other lymph as may be issued by the Local Government Board.

5. The public vaccinator will give you at least 24 hours' notice of his intention to visit the home of the child as mentioned above in paragraphs 3 and 4; and the visit will, in the absence of any sufficient reason for delay, be made within *two weeks* [four weeks (*Vaccination Order*, 1907, *Art.* 7)] after receipt of the notice from you or from the vaccination officer, as the case may be. If, when the public vaccinator visits the home of the child for the purpose of vaccinating it, or of offering to vaccinate it, you request that the vaccination should be performed with lymph issued by the Local Government Board, the public vaccinator will use such lymph.

6. You will be exempt from any penalty under section 29 or section 31 of the Vaccination Act, 1867, for not having the child vaccinated, if within four months from the birth of the child you satisfy two justices, or a stipendiary or metropolitan police magistrate, in petty sessions, that you conscientiously believe that vaccination would be prejudicial to the health of the child, and within seven days thereafter deliver to the vaccination officer for the district a certificate by such justices or magistrate that they are satisfied accordingly.

7. After the vaccination has been performed the child must be inspected by the vaccinator, in order that, if the operation has been successful, he may fill up and sign the requisite certificate.

8. The vaccinator will give his certificate in one of the annexed forms, and for this purpose *this paper* should be produced to him. If he is a public vaccinator it will be *his* duty to forward the paper to the vaccination officer; but if he is not a public vaccinator it will be *your* duty, after the certificate has been duly filled up and signed, to forward this paper to the vaccination officer, whose name and address are on the back.

Dated this _____ day of _____ 18 .

(Signature of Registrar)

*Registrar of Births and Deaths for the sub-district of
in the Superintendent Registrar's district of _____*

- (2.) The certificate of postponement of vaccination to be given under s. 18 of the Act of 1867 shall be in Form B. or to the like effect; provided that if such certificate is given by a public vaccinator in pursuance of sub-s. (4) of s. 1 of the Act of 1898, the same shall be in Form C. or to the like effect.

FORM B.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

Medical Certificate of Postponement of Vaccination owing to the State of the Child's Health.

Directions for filling up this Certificate.

¹ Child's name and surname.

² Father's or (if the child is illegitimate) Mother's name and surname.

³ Child's age.

⁴ No. or name of the House, and name of the Street or Road, and Parish, and County or Borough.

⁵ This must not exceed two calendar months from the date of the Certificate.

⁶ If the person signing is not a Public Vaccinator, strike out this line.

I, the undersigned, hereby certify that I have this day examined ¹

the child of ²

aged ³

born at ⁴

in the parish (township) of ⁴

in the county (borough) of ⁴

and residing at ⁴

in the parish (township) of ⁴

in the county (borough) of ⁴

and I am of opinion that the said child is in the following state of health, namely

and is therefore not in a fit and proper state to be successfully vaccinated. I

do hereby postpone the vaccination until the ⁵ day of

Dated this day of 19 .

(Signed)

⁶ [Public Vaccinator of the union of .]

Medical practitioner duly registered.

FORM C.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

Medical Certificate of Postponement of Vaccination owing to the condition of the House, or the recent prevalence of Infectious Disease in the District.

Directions for filling up this Certificate.

¹ Child's name and surname.

² Father's or (if the child is illegitimate) Mother's name and surname.

³ Child's age.

⁴ No. or name of the House, and name of the Street or Road, and Parish, and County or Borough.

⁵ Strike out the words which do not apply to the case.

⁶ This must not exceed two calendar months from the date of the Certificate.

I, the undersigned, hereby certify, that ¹

the child of ²

aged ³

born at ⁴

in the parish (township) of ⁴

in the county (borough) of ⁴

and residing at ⁴

in the parish (township) of ⁴

in the county (borough) of ⁴

cannot be safely vaccinated because ⁵ of the condition of the house in which the child resides [or ⁵ because of the recent prevalence of infectious disease in the district].

For the above reason I do hereby postpone the vaccination of the child until the ⁶ day of

Dated this day of 19 .

(Signed)

Public Vaccinator of the union of .

- (3.) The certificate of insusceptibility of vaccination to be given under s. 20 of the Act of 1867 shall be in Form D. or to the like effect.

FORM D.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

Medical Certificate of Insusceptibility of successful Vaccination, or of

Child having had Small-pox.

I, the undersigned, hereby certify that¹
the child of²

aged³

born at⁴

in the parish (township) of⁴

in the county (borough) of⁴

and residing at⁴

in the parish (township) of⁴

in the county (borough) of⁴

⁵ [has been⁶ times unsuccessfully vaccinated by me, and is, in my opinion, insusceptible of successful vaccination] or⁵ [has already had small-pox].

Dated this day of

19 .

(Signed)

⁷ [Public Vaccinator of the union of .]

Medical practitioner duly registered.

Directions for filling up this Certificate.

¹ Child's name and surname.

² Father's or (if the child is illegitimate) Mother's name and surname.

³ Child's age.

⁴ No. or name of the House, and name of the Street or Road, and Parish, and County or Borough.

⁵ Strike out the words which do not apply to the case.

⁶ This number must not be less than three.

⁷ If the person signing is not a Public Vaccinator strike out this line.

- (4.) The certificate of successful vaccination to be given under s. 21 or s. 23 of the Act of 1867, or s. 7 of the Act of 1871, shall be in Form E. or to the like effect.

30 & 31 Vict.

c. 84.

[34 & 35 Vict.

c. 98.]

FORM E.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

Medical Certificate of successful Vaccination.

The Registrar to insert the No. of the Entry of the Child's birth in the Register Book.

Entry }
No. }

Directions for filling up this Certificate.

¹ Child's name and surname.

² Father's or (if the child is illegitimate) Mother's name and surname.

³ Child's age.

⁴ No. or name of the House, and name of the Street or Road, and Parish, and County or Borough.

I, the undersigned, hereby certify that¹

the child of²

aged³

born at⁴

in the parish (township) of⁴

in the county (borough) of⁴

and residing at⁴

in the parish (township) of⁴

in the county (borough) of⁴

has been successfully vaccinated by me.

Dated this day of

, 19 .

(Signed)

⁵ [Public Vaccinator of the union of .]

Medical practitioner duly registered.

⁵ If the person signing is not a Public Vaccinator, strike out this line.

[By s. 22 of the Vaccination Act, 1867, no fee shall be charged by the public 30 & 31 Vict. c. 84.

vaccinator to the parent or other person for certificates or duplicate certificates given under ss. 18, 20 and 21.]

- (5.) The certificate to be given by the public vaccinator in the cases provided for in s. 12 of the Act of 1871 shall be in Form F. or to the like effect.

FORM F.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

*Medical Certificate under s. 12 of the Vaccination Act, 1871,
of successful Vaccination.*

Directions for filling up
this Certificate.

¹ Child's name and
surname.

² Father's or (if the
child is illegitimate)
Mother's name and sur-
name.

³ Child's age.

⁴ No. or name of the
House, and name of the
Street or Road, and
Parish, and County or
Borough.

⁵ Child's present resi-
dence.

I, the undersigned, being a public vaccinator of the union of
hereby

certify, that¹

the child of²

aged³

born at⁴

in the parish (township) of⁴

in the county (borough) of⁴

and residing at⁵

has been examined by me, and that I find the said child to have been
successfully vaccinated.

Dated this day of , 19 .

(Signed)

Public Vaccinator of the union of

34 & 35 Vict.
c. 98.

[*Vaccination Act, 1871, s. 12.*—"Where it appears to the public vaccinator of any district, upon personal examination of any child resident in such district who has not been successfully vaccinated by him, that such child has been successfully vaccinated, the public vaccinator may, on the request of the parent of such child, grant a certificate to that effect, and such certificate shall be transmitted and have the same effect as if it were a certificate of successful vaccination by the public vaccinator who gave the certificate."]

- (6.) The request by a parent, or other person having the custody of a child, under sub-s. (2) of s. 1 of the Act of 1898, may be in Form G. or to the like effect.

[61 & 62 Vict.
c. 49.]

FORM G.—THE VACCINATION ACTS, 1867 TO 1898.

Request for the Attendance of the Public Vaccinator to vaccinate a Child.

To , Public Vaccinator of the district of the
union.

In accordance with s. 1 (2) of the Vaccination Act, 1898, I hereby
request that you will visit¹ for the purpose of vaccinating²
who is now residing at that address.

Dated this day of , 18 .

(Signed) ,

*Parent or other person having the
custody of the said child.*

¹ Address of the child.
² Child's name and
surname.

(7.) The list to be sent by the vaccination officer to the public vaccinator as required by paragraph 6 (a.) of the "Instructions to Vaccination Officers" shall be in Form H.

FORM H.—THE VACCINATION ACTS, 1867 TO 1898.

[As Amended by Art. 7 of the Vaccination Order, 1907.]

List of Children in respect of whom the necessary Certificates have not been received by the Vaccination Officer.

To _____, Public Vaccinator of the _____ district of the _____ union.

In accordance with paragraph 6 (*a.*) of the Instructions to Vaccination Officers in the fourth schedule to the Vaccination Order, 1898, I hereby give you notice that the children whose names and addresses are stated below, and with respect to whom I have not received the necessary certificates under the Vaccination Acts, 1867 to 1898, attained the age of four months on the dates respectively specified in column 3.

Dated this day of , 19 .

(Signed)

Vaccination officer for the

No. in Birth Register.	Child's Name.	Child's Address.	Date on which the Child attained the Age of Four Calendar Months.	Dates of Notice by Public Vaccinator to Parent.	Date of Visit.	Result of Visit.	Remarks.
(1.)	(2.)	(3.)	(4.)	(5.)	(6.)	(7.)	(8.)

N.B. — Columns (5) to (8) are to be filled up by the Public Vaccinator.

NOTE.—It is the duty of the public vaccinator to visit the homes of these children within four weeks after receipt of this notice, and to offer to vaccinate them in manner provided by the Vaccination Act, 1898, and the Rules and Regulations of the Local Government Board.

(8.) The notice to be given by the public vaccinator of his visit to the home of a child under sub-s. (3) of s. 1 of the Act of 1898 shall be in Form I. or to the like effect.

FORM I.—THE VACCINATION ACTS, 1867 TO 1898.

Directions for filling up
this Notice.

¹ Name and address of
parent or other person
having custody of the
child.

² Name of child.

³ Date of intended
visit.

*Notice from Public Vaccinator to Parent or other Person having Custody
of Child of intended Visit.*

To ¹

In accordance with s. 1 (3) of the Vaccination Act, 1898, I hereby give
you notice that I shall visit the home of the child ² on ³
and shall offer to vaccinate it with glycerinated calf lymph, or such other
lymph as may be issued by the Local Government Board.

Dated this day of , 18 .

(Signed) ,

Public Vaccinator of the district of the
union.

Address of Public Vaccinator.

- (9.) The notice of default to be given by the vaccination officer
to the parent, or other person having the custody of a child,
as provided in paragraph 6 (d) of the "Instructions to
Vaccination Officers" shall be in Form K. or to the like
effect.

FORM K.—THE VACCINATION ACTS, 1867 TO 1898.

Notice of Default.

Directions for filling up
this notice.

¹ Child's name.

² Strike out the words
which do not apply to
the case.

To ,

Whereas you are in default under the above Acts, respecting the
child,¹

I hereby require you [to have the said child vaccinated within fourteen
days from the date hereof, and do all other things the law requires
touching the said vaccination ²], or [to transmit to me within seven days
from the date hereof the requisite certificate concerning the vaccination of
the said child ²], failing which it will be my duty to take the proper steps
for securing the enforcement of the law.

Dated this day of , 18 .

(Signed)

Vaccination officer for

Address of Vaccination Officer.

- (10.) The Vaccination Register to be kept by the vaccination
officer as provided in the "Instructions to Vaccination
Officers" shall be in Form L., and the columns for the same
shall be printed on the same sheet as the Birth List sheets to
be sent to the vaccination officer by the registrar of births
and deaths.

FORM L.—VACCINATION REGISTER.

Union.
District.

Vaccination Officer.

Register of Certificates.			Date of Certificate under Section 2 of the Vaccination Act, 1898.	Date of Death in case of Child having died before Vaccination.	Reference to consecutive number in the Officer's "Report Book," in cases transferred thereto.
Date of Medical Certificate of Successful Vaccination.	Date of Certificate of Insusceptibility or of having had <i>Small-pox</i> . (Enter "Ins." or "S.P." as the case may be.)	Name of the Medical Man by whom the Certificate is signed.			
I.	II.	III.	IV.	V.	VI.

(11.) The Report Book to be kept by the vaccination officer as provided by paragraph 8 of the "Instructions to Vaccination Officers" shall be in Form M. [see p. 480].

(12.) The Summary of Proceedings under the Vaccination Acts, 1867 to 1898, required to be kept by the vaccination officer as provided in paragraph 12 of the "Instructions to Vaccination Officers" shall be in Form N. [see p. 480A].

(13.) The Vaccinator's Register to be kept by the public vaccinator as provided by Art. 9 of this order shall be in Form O. [see p. 480B].

(14.) The notice to be given by the public vaccinator to the medical officer of health under sub-s. (4) of s. 1 of the Act of 1898 shall be in Form P. or to the like effect [see p. 480C].

(15.) The notice to be given by the vaccination officer to parents or other persons having custody of children with regard to the transmission of certificates of successful vaccination and inquiry respecting the same in pursuance of the paragraph (a) of the "Instructions to Vaccination Officers" numbered 6, in the fourth schedule to this order, shall be in the Form Q. [see p. 480C].

Vaccination
Order, 1907,
Art. 7.

*Vaccination
Order, 1898—
continued.*

FORM M.—VACCINATION OFFICER'S REPORT BOOK.

Vaccination Officer.

Union.

Conse- cutive Number in this Book.	Birth Registration District.	No. on Birth Regis- ter.	Name of Child.	Date of Birth.	Address of Parent.	Date or Dates of Personal Inquiries.	Vaccination Postponed by Medical Certificate.				Case not found; or Parent Re- moved out of District, and where.	Date of Notice to Public Vaccinator to visit home of Child.	Case duly accounted for, and entered in "Vaccina- tion Regis- ter."	Date of Notice sent in case of Default.	Note of any Pro- ceedings taken.	REMARKS.
							Date of Certificate.	By whom given.	Cause for which it was Post- poned.	Date to which Post- poned.						
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	16.	17.
64																
65																
66																
67																
68																
69																
70																
71																
72																
73																
74																
75																
76																
77																
78																
79																
80																

NOTE.—When a Certificate of Postponement is renewed, the Case is to be Re-entered. All Re-entries are to be made in Red Ink.

Union.

Month of

, 18

No. of Cases in Birth Lists received during Month.	No. of Certificates of Vaccination received.	No. of Certificates of Post- ponement owing to			No. of Certificates under Section 2 of Vaccination Act, 1898.	No. of Certificates of Insusceptibility or of having had Small-pox.	No. of Cases.		No. of Entries in Vaccinator. Lists sent to Public	No. of Cases.	No. of Cases.	No. of Cases.	No. of Cases.	Costs incurred in Proceedings.	Costs received.	16. Dates of several Payments to Treasurer.	17. REMARKS.
		Health of Child.	Condi- tion of House.	Preva- lence of Infec- tious Disease.			Parents removed out of district.	Otherwise not found.									
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	16.	17.	
										Summons taken out. }	Orders applied for. }	Summons taken out. }					
										Convictions.	Orders granted. }	Penalties imposed. }					
										Cases dis- missed. }	Orders refused. }	Cases dis- missed. }					
										Cases ad- journed. }	Cases ad- journed. }	Cases ad- journed. }					

FORM P.—THE VACCINATION ACTS, 1867 TO 1898.

Notice from Public Vaccinator to Medical Officer of Health.

To

Medical officer of health of the district.

In accordance with s. 1 (4) of the Vaccination Act, 1898, I hereby give you notice that I have this day postponed the vaccination of ¹ the child of ² who resides at ³ on account of

⁴ the condition of the house in which the child resides.⁴ the recent prevalence of infectious disease in the district.

Dated this day of , 18 .

(Signed)

Public Vaccinator of the

District.

Union.

¹ Child's

name,

² Father's, or (if the child is illegitimate)

Mother's name and surname.

³ Child's residence.⁴ Strike out that cause which does not apply.

FORM Q.—THE VACCINATION ACTS, 1867 TO 1898.

Vaccination Order, 1907.

[Added by Art. 7 of the Vaccination Order, 1907.]

Notice by Vaccination Officer to Parent or other Person having Custody of Child with regard to transmission of Certificate of successful Vaccination, and inquiry respecting the same.

To

I hereby give you notice that on the day of , 19 , your child will be four months old, and that, unless within seven days from that date I shall have received from you or from the public vaccinator a certificate of the successful vaccination of the said child, or some legal excuse for the non-vaccination of the child, it will be my duty to notify the case to the public vaccinator, who will then in due course visit the child's home and offer to vaccinate the child.

If, however, you should propose some other arrangement for the vaccination of the child, I shall be glad to be informed of the same.

Dated this day of , 19 .

(Signed)

Vaccination Officer for

Address of Vaccination Officer

Provided that the Forms B., C., D. and E. in the schedule to the order issued by us on the thirtieth day of November, one thousand eight hundred and seventy-one, may continue to be used, in place of the Forms B., D., E. and F. in the schedule to this order, respectively, until we otherwise direct.

Vaccination Order, 1898—continued.

DEFINITIONS.

Art. 31.—In this order—

The term “workhouse” means any workhouse, school, or infirmary which is under the management of a board of guardians.

The term “child” means any person not more than fourteen years of age.

SHORT TITLE.

Art. 32.—This order may be cited as “The Vaccination Order, 1898.”

SCHEDULES

[Inserted after the Articles directing their Use.]

Given under the seal of office of the Local Government Board,
this eighteenth day of October, in the year one thousand
eight hundred and ninety-eight.

(L. S.)

HENRY CHAPLIN,

President.

HUGH OWEN,

Secretary.

GENERAL ORDER.—POOR LAW UNIONS
ASSOCIATION (EXPENSES) ACT, 1898.

[FEBRUARY 17TH, 1899.]

To the Guardians of the Poor of the several poor law unions in
England and Wales ;—

And to all others whom it may concern.

Whereas the Poor Law Unions Association (Expenses) Act, [61 & 62 Vict.
c. 19.]
1898, recites that it is proposed that an Association of Poor Law
Unions in England and Wales should be formed for the purposes of
consultation as to their common interests and the discussion of
matters relating to the poor law and other matters relating to their
powers and duties ;

And whereas by section 1 of the said Act it is enacted as follows :—

“ 1. The guardians of any poor law union may, when empowered by and
subject to any regulations made by the Local Government Board, which
regulations the said Board is hereby authorised from time to time to make,
vary or rescind, pay any sum not exceeding five pounds in any one year as an
annual or other subscription to the funds of the association as well as the
reasonable expenses of the attendance of representatives, not exceeding in
any case two, at meetings of the association, and may charge such payments
to their common fund, or if they have no common fund to the fund under
their control. Provided that no payment shall be made by the guardians
in respect of the attendance of any representative at a meeting of the asso-
ciation unless the attendance of such representative at that meeting shall
have been expressly authorised by a resolution passed at a meeting of the
guardians held after not less than seven days' notice in writing that the
proposal is to be considered at such meeting of the guardians has been sent
to each guardian. Any such representative shall be either a guardian of
the poor law union or (without power of voting) the clerk to the guardians
of the union.”

And whereas by section 2 of the said Act it is further enacted as
follows :—

“ 2. No payment shall be made in pursuance of this Act until the
Local Government Board have certified that the association has been
established.”

And whereas an association called the Association of Poor Law
Unions in England and Wales has been formed for the purposes
referred to in the said Act, and it is expedient that the regulations
hereinafter set forth should be made with regard to subscriptions by

guardians of poor law unions to the funds of such association, and the payment of the reasonable expenses of the attendance of representatives at meetings of such association :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us in that behalf, do, by this our order, certify that the Association of Poor Law Unions in England and Wales has been established for the purposes of consultation as to the common interests of such unions, and the discussion of matters relating to the poor law, and other matters relating to their powers and duties.

And we do hereby empower the guardians of the poor of any poor law union in England and Wales to pay any sum not exceeding five pounds in any one year as an annual or other subscription to the funds of the said association, as well as the reasonable expenses of the attendance of representatives, not exceeding in any case two, at meetings of the association.

Given under the seal of office of the Local Government Board,
this seventeenth day of February, in the year one thousand
eight hundred and ninety-nine.

(L. S.)

HENRY CHAPLIN,
President.

S. B. PROVIS,
Secretary.

GENERAL ORDER.—APPOINTMENT OF CERTAIN
SUBORDINATE OFFICERS BY BOARDS OF
GUARDIANS, SCHOOL ATTENDANCE COM-
MITTEES, AND MANAGERS OF SCHOOL
DISTRICTS.

[SEPTEMBER 7TH, 1899.]

To the Guardians of the Poor of the several poor law unions in
England and Wales ;—

To the School Attendance Committees appointed by boards of
guardians under the provisions of the Elementary Education
Act, 1876 ;—

[39 & 40 Vict.
c. 79.]

To the Boards of Management of the several school districts formed
under the Poor Law Amendment Act, 1844 ;—

[7 & 8 Vict.
c. 101.]

And to all others whom it may concern.

Whereas by divers general and other orders, the Poor Law
Commissioners, the Poor Law Board, and the Local Government
Board respectively have made regulations with reference to the
appointments of certain officers and assistants, and with reference to
their salaries and continuance in office ; and such regulations apply
to the following offices, amongst others, namely, to the offices of
collector of the guardians, collector of poor rates, *school attendance
officer appointed by a school attendance committee*, inquiry officer,
porter, assistant teacher for the purpose of industrial instruction
[industrial trainer] and superintendent of outdoor labour ;

The Education Act, 1902, s. 5, abolished school attendance committees and
transferred their powers and duties to the local education authority. The
abolition of school fees in most public elementary schools has rendered nearly
obsolete the duties of an inquiry officer.

[2 Ed. 7,
c. 42.]

And whereas it is expedient that such regulations should be
partially rescinded and that certain further alterations should be
made in them :

Now therefore, we, the Local Government Board, in pursuance
of the powers given to us by the statutes in that behalf, hereby
order as follows :—

Art. 1.—So much of any of the orders above referred to as

requires the report to us of the death or resignation of any person holding any of the said offices, or of the appointment of any temporary substitute for any such person, is hereby rescinded.

Art. 2.—(1.) So much of any of the said orders as requires the report to us or our approval of the appointment of any person appointed after the date hereof to any of the said offices, or requires our direction or approval as regards the remuneration of any such person, or prescribes the remuneration of any such person by reference to a fixed annual sum or to poundage, or requires our consent to or our direction for the dismissal or removal from or determination of office of any such person, or provides for the report to us of the suspension from office of any such person and for the continuance of such suspension until removed by us, is hereby rescinded; but nothing herein contained shall be deemed to affect any provision which requires the report to us of the dismissal or removal from or determination of office of any such person and the grounds of such dismissal or removal from or determination of office, or any provision which requires our approval of the payment to any such person of reasonable compensation, by way of gratuity or otherwise, on account of extraordinary services, or other unforeseen circumstances connected with the duties of such person, or the necessities of the union or district, as the case may be, or on any other ground specified in any of the said orders.

(2.) Subject to the provisions of sub-division 1 of this article, such remuneration shall be paid to any person appointed after the date hereof to any of the said offices as may be assigned to him by the board of guardians or other body appointing him; and any such person may be suspended, dismissed or removed from office, or his office may be determined by such board of guardians or other body.

Art. 3.—Notwithstanding anything in any of the said orders a board of guardians may, without our consent, dispense with the condition that a person holding the office of relieving officer shall devote his whole time to the duties of his office but only so far as may be necessary to enable a person holding the office of relieving officer to discharge the duties of collector of the guardians, *school attendance officer*, inquiry officer, registrar of births and deaths, registrar of marriages, or inspector under the Infant Life Protection Act, 1897, for an area wholly comprised within the district for which he acts as relieving officer.

[60 & 61 Vict.
c. 57.]

Art. 4.—This order shall have effect from and after the twenty-ninth day of September, one thousand eight hundred and ninety-nine.

Given under the seal of office of the Local Government Board,
this seventh day of September, in the year one thousand
eight hundred and ninety-nine.

(L. S.)

HENRY CHAPLIN,
President.

S. B. PROVIS,
Secretary.

The provisions of this order have been noted in connection with the orders relating to the appointment of the several officers referred to. See Arts. 153, 172, 192, 193 of the Consolidated General Order, pp. 77, 88, 97.

THE WORKHOUSE REGULATION (DIETARIES AND ACCOUNTS) ORDER, 1900.

[DATED OCTOBER 10TH, 1900.]

The circular letter of October 11th, 1900, issued by the Local Government Board with this order, and the subsequent memorandum of February 8th, 1901, are of such importance to the right understanding of the order that they have been printed almost in their entirety. (See p. 516 *et seq.*)

Following these will be found a scale of food allowances for children, which has been unofficially suggested.

It should be particularly noted that the order does not apply to any infirmary or school under administration separate from the workhouse, or to the casual wards of any workhouse.

To the Guardians of the Poor of the several poor law unions for the time being in England and Wales ;—
And to all others whom it may concern.

Whereas by certain general and other orders the Poor Law Commissioners, the Poor Law Board, and we, the Local Government Board, have made rules and regulations with regard to the government of the workhouses of the several poor law unions for the time being in England and Wales, with regard to the diet of the poor in such workhouses, and with regard to the duties and accounts of the officers of the guardians of the poor of the said unions ;

And whereas it is expedient that further provision should be made as hereinafter mentioned :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby order and prescribe as follows with respect to each of the said several poor law unions, but subject to any departure to which we may hereafter assent :—

OPERATION OF ORDER AND RESCISSION OF EXISTING PROVISIONS.

Art. 1.—(1.) The following regulations shall have effect from and after the twenty-fifth day of March, one thousand nine hundred and one :

Provided that the said regulations may, at the option of the guardians, have effect from and after the twenty-fifth day of December, one thousand nine hundred :

Provided also, that such of the said regulations as empower the guardians to frame and adopt dietary tables for use in the workhouse, and to classify the inmates of the workhouse for the purposes

of diet, shall, so far as may be necessary, have effect from and after the date hereof.

(2.) So much of any of the orders above referred to as is inconsistent with any of the said regulations shall be rescinded as from the date on which such regulation takes effect.

This appears wholly to rescind the Workhouse Dietaries Order of February 16th, 1848.

DIETARIES AND CLASSIFICATION FOR PURPOSES OF DIET.

Art. 2.—(1.) The guardians shall forthwith, in consultation with the medical officer for the workhouse, proceed to frame dietary tables for regular use in the workhouse in accordance with the scheduled regulations [Art. 15] and in the Form marked A. in schedule B. to this order.

Before the dietary tables so framed are adopted by the guardians, they shall be referred to the medical officer, who shall, as soon as may be, make a report thereon. Such report shall be laid before the guardians and considered by them, and a copy of it shall be entered on the minutes of their proceedings.

After considering the report of the medical officer the guardians shall settle the dietary tables, with or without alterations, and such dietary tables, when adopted by the guardians by resolution after due notice, shall be signed by the presiding chairman and the clerk to the guardians, and shall take effect upon the twenty-fifth day of March, one thousand nine hundred and one, or upon the twenty-fifth day of December, one thousand nine hundred, if the guardians, in pursuance of Art. 1 of this order, determine that the regulations shall take effect on that day.

(2.) The dietary tables shall remain in force until substituted dietary tables are adopted by the guardians, after the like procedure to that prescribed, in the case of the first dietary tables, by this article :

Provided that no substituted dietary tables shall take effect except upon one of the usual quarter days.

(3.) Upon the adoption by the guardians of dietary tables, copies of such tables shall be forwarded to us for purposes of record.

The Local Government Board's approval of the tables is not required; the final settlement of the tables resting with the guardians alone.

SCHEDULE

FORM

Union.

At a Meeting of the Board of Guardians of the Union, held with the requirements of the Workhouse Regulation (Dietaries and Accounts) Order, Sexes hereunder described, in the Workhouse of this Union, be adopted for the Quarter

Dietary for Classes 1 and 1A.—Men. (Plain Diet.)													Dietary (Infirm)	
	Break-fast.			Lunch.	Dinner.							Supper.	Break-fast.	Lunch.
				Class 1A only.										Class 2A only.
Sunday ...														
Monday ...														
Tuesday ...														
Wednesday ...														
Thursday ...														
Friday ...														
Saturday ...														
Dietary for Classes 3 and 3A.—Women. (Plain Diet.)													Dietary (Infirm)	
	Break-fast.			Lunch.	Dinner.							Supper.	Break-fast.	Lunch.
				Class 3A only.										Class 4A only.
Sunday ..														
Monday ...														
Tuesday ...														
Wednesday														
Thursday														
Friday ...														
Saturday ...														
Dietary for Class 5.—Children (3 to 8).													Dietary	
	Break-fast.			Lunch.	Dinner.							Supper.	Break-fast.	Lunch.
Sunday ...														
Monday ...														
Tuesday ...														
Wednesday														
Thursday ...														
Friday ...														
Saturday ...														

I hereby certify that the requirements of the Workhouse Regulation (Dietaries and Accounts) Order, 1900, have been duly complied with.

Presiding Chairman.

Art. 3.—Subject to the provisions of Arts. 4, 5, 6, 7, 8 and 9 of this order—

- (1.) The inmates of the workhouse above the age of three years shall be classified and dieted in accordance with the scheduled regulations, and the dietary tables; and
- (2.) An inmate of the workhouse shall not have or consume any liquor or any food or provision other than is allowed in the dietary table in accordance with which such inmate shall in pursuance of this order be dieted, except on Christmas Day, and, with our consent, on public holidays:

Provided that, upon admission and pending examination by the medical officer for the workhouse in pursuance of Art. 10 of this order, an inmate shall be dieted in accordance with general instructions which shall be given by the guardians to the master of the workhouse.

Art. 4.—The sick inmates of the workhouse shall be dieted in accordance with the following provisions of this article; that is to say—

- (1.) The medical officer for the workhouse shall prescribe proper dietaries for the sick inmates of the workhouse, and shall record the same in the Form marked B. in schedule B. to this order, and shall sign such form.
- (2.) It shall be the duty of the medical officer for the workhouse once at least in every four weeks to revise the diet and extras, if any, in the case of each sick inmate.

Provided that no allowance of fermented or spirituous liquor given by direction of the medical officer to a sick inmate shall be continued for more than eight days unless before the expiration of that period it be renewed for a further period not exceeding eight days upon a direction in writing of the medical officer.

- (3.) In the absence of the medical officer for the workhouse the nurse for the time being in charge of a sick inmate shall requisition the master of the workhouse for any articles of provisions or any stimulant which may be urgently required for any such inmate, and the master shall thereupon supply the same. Such requisition, to be termed the “Statim Requisition,” shall be made, with counterfoil, in the Form marked C. in schedule B. to this order, and it shall be the duty of the nurse to exhibit the counterfoil of such requisition to the medical officer at his next visit in order that he may initial the same, and make such comments thereon as he may deem necessary.

THE WORKHOUSE REGULATION (DIETARIES AND ACCOUNTS) ORDER, 1900.

FORM C.

Form No. .

(Counterfoil.)

Union.

INFIRMARY WARD.

No. Ward, day of
 , 19 . Hour .

Supplemental Requisition to the
Master of the Workhouse.

Name of Pauper.	Diet or Extra.

Nurse in Charge.

Superintendent Nurse.

Initials of Medical Officer.

Form No. .

(Statim Requisition.)

Union.

INFIRMARY WARD.

No. Ward, day of
 , 19 . Hour .

To the Master of the Workhouse.

Please to supply the under-mentioned Diets or Extras which are urgently required.

Name of Pauper.	Diet or Extra

(Signed)

Nurse in Charge.

Superintendent Nurse.

Art. 5.—If the master of the workhouse is at any time satisfied that an inmate, though not so ill as to need the attendance of the medical officer for the workhouse, is unable to eat the dinner-ration prescribed in his case by the dietary tables, it shall be competent to the master to issue to such inmate, in lieu of the said ration, one or other of the following rations, namely, either—

- (a.) Milk $\frac{1}{2}$ pint, and bread 2 ounces ; or
(b.) Rice meal $\frac{1}{2}$ pint, and bread 2 ounces ; or
(c.) Broth $\frac{1}{2}$ pint, and bread 2 ounces ; or
(d.) Gruel $\frac{1}{3}$ pint, and sugar 1 ounce.

It shall be the duty of the master to record such alternative issue of food as aforesaid in the Form marked D. in schedule B. to this order, and to exhibit the same to the medical officer at his next visit, in order that the medical officer may initial the same, and make such comments thereon as he may deem necessary.

FORM D.

Form No.

Union.

ALTERNATIVE RATION issued in lieu of dinner ration in pursuance of Art. 5
of the Workhouse Regulation (Dietaries and Accounts) Order, 1900.

day of , 19 .

Name of Pauper.	Alternative Ration Issued.

Master of the Workhouse.
Initials of Medical Officer.

Art. 6.—The inmates of the workhouse under the age of three years shall be dieted in accordance with dietaries prescribed by the medical officer for the workhouse in so many different scales as he deems desirable.

The medical officer shall give directions in writing as to the service of food to inmates under three years of age and as to the time at which each infant should be weaned.

Art. 7.—(1.) Where in the case of any inmate of the following classes; viz. :—

- (a.) Persons of unsound mind ;
- (b.) Women advanced in pregnancy ;
- (c.) Women suckling infants ;
- (d.) Infants under the age of three years ;

the medical officer for the workhouse considers the diet prescribed for such inmate in accordance with Arts. 3 and 6 of this order to be unsuitable, it shall be the duty of the medical officer to give directions in writing on a card to be provided by the guardians for the purpose, and to be in the Form marked E. in schedule B. to this order, as to the diet of such inmate.

(2.) The medical officer for the workhouse may also direct in writing on a card to be provided by the guardians for the purpose and to be in the Form marked E. in schedule B. to this order such diet for any individual inmate not being in the sick ward of the workhouse as the medical officer may deem necessary, and the master of the workhouse in obedience to such direction shall provide such diet for the individual inmate referred to for the period until

the next ordinary meeting of the guardians, when he shall report the same in writing to the guardians.

FORM E.—DIET CARD.

Reference number .
 Union Workhouse,
 Ward or Department of Workhouse.
 Name . . .
 Age . Sex .
 Class .
 Date of last admission to workhouse .

Date when Ordered.	Diet or Extras† Ordered.	Date when Discontinued.	Directions or Remarks.	Initials of Medical Officer.

† A reference to the number of the Dietary may be inserted, where this is sufficient to identify it.

Art. 8. The guardians shall not allow to any inmate of the workhouse any fermented or spirituous liquors unless in pursuance of a written recommendation of the medical officer for the workhouse. Such recommendation shall be entered by the medical officer in a book termed “the Alcohol Book,” to be provided for the purpose and to be kept in the Form marked F. in schedule B. to this order, and shall be accompanied by a statement of the reasons which in the opinion of the medical officer render such allowance requisite for the health of the inmate. The master of the workhouse shall enter in the columns provided for the purpose the articles and the quantities supplied to each inmate in pursuance of the medical officer’s recommendation, and the book shall be submitted to the guardians at their next ordinary meeting, and their directions recorded in the column provided therein, but no allowance shall be continued for more than twenty-eight days unless before the expiration of that period it be renewed for a further period not exceeding twenty-eight days upon a recommendation of the medical officer and direction of the guardians in like manner :

Provided that nothing contained in this article shall be deemed to interfere with any directions of the medical officer given in respect of a sick inmate in the sick ward of the workhouse.

Union. Quarter ending the day of 19. Workhouse.

Recommendations of the Medical Officer for the allowance to Inmates of the Workhouse (other than Sick Inmates in the Sick Wards) of Fermented or Spirituous Liquors under Art. 8 of the Workhouse Regulation (Dietaries and Accounts) Order, 1900, the Orders of the Guardians thereon, and the Quantities supplied.

[illegible]

Note.—All entries in the columns of this form preceding "Order of Board of Guardians" to be in the handwriting of the Medical Officer. [continued.]

Art. 9.—If the medical officer for the workhouse shall at any time certify that he deems a temporary change in the diet essential to the health of the inmates of the workhouse, or of any class or classes thereof, the guardians shall cause a copy of such certificate to be entered on the minutes of their proceedings, and may forthwith order, by a resolution, the diet of the inmates, or of any class or classes thereof, to be temporarily changed, according to the recommendation of the medical officer, and shall forthwith transmit to us a copy of such certificate and resolution.

Art. 10.—It shall be the duty of the medical officer for the workhouse, for the purposes of classification under this order, to examine each inmate as to his or her physical condition and fitness for employment, on the admission of such inmate, and at such other times as may be necessary, either in pursuance of any regulations prescribed by us, or the guardians, or upon an application of such inmate, and to certify the result of such examination in the workhouse medical officer's Report Book.

Art. 11.—The master of the workhouse shall cause fair and legible copies of the dietary tables in the Form marked A. in schedule B. to this order, or in a Form to the like effect, to be hung up in the dining-hall and day-rooms of the workhouse, and in such other suitable positions as may be selected by the guardians, and shall from time to time, as may be necessary, cause such copies to be replaced by other fair and legible copies.

The master shall also in like manner cause a copy of the scales of dietary for the sick, prescribed by the medical officer for the workhouse under Art. 4 of this order, to be hung up in each sick ward of the workhouse.

The forms mentioned will be found immediately after Arts. 2 and 4.

MASTER'S ACCOUNTS.

Art. 12.—The master of the workhouse shall punctually enter up and accurately keep the following accounts, namely:—

1. *The Daily Provisions Issued from and Returned to Stores Account*, in the Form marked G. in schedule B. to this order, in which shall be entered the provisions daily issued from the stores for the use of the inmates and officers and servants of the workhouse, and the provisions daily returned to the stores.
2. *The Weekly Net Provisions Issued from Stores Account*, in the Form marked H. in schedule B. to this order, in which shall be entered from the Daily Provisions Issued from and Returned to Stores Account, the total net issue from the stores for each day of the week of each article of provision.

The total net issue from the stores of each article of provision during each week shall be carried to the Provisions Receipt and Consumption Account prescribed by the existing regulations.

The master shall also keep, in such form as the guardians may direct, an account of the diets supplied in pursuance of the directions of the medical officer given under the provisions of Art. 7, and of the food or stimulant supplied under the provisions of Art. 3 (3) or Art. 5 of this order.

SAVING AND MISCELLANEOUS.

Art. 13.—Nothing in this order contained shall—

- (1.) Apply to any infirmary or school which is under administration separate from the workhouse or to the casual wards of a workhouse ;
- (2.) Affect the right of any inmate of a workhouse under any existing regulations to require his or her allowance of provisions served out at any meal to be weighed ;
- (3.) Diminish the power conferred upon the guardians by our general orders dated the third day of November, one thousand eight hundred and ninety-two, and the eighth day of March, one thousand eight hundred and ninety-four, as regards the allowance of tobacco, snuff or dry tea in the cases therein mentioned.

Art. 14.—Any books or cards upon which the medical officer for the workhouse is required to enter any directions in writing shall in due course be deposited with the clerk to the guardians, to be preserved by him for a period of two years.

EXPLANATION OF TERMS.

Art. 15.—In this order—

The expression “the guardians” means a board of guardians elected under the Poor Law Amendment Act, 1834, and the Acts amending the same, and includes a board of guardians or other body of persons performing under any local Act the like functions to a board of guardians under the Poor Law Amendment Act, 1834 ;

The expression “scheduled regulations” means the regulations set forth in part I. of schedule A. hereto, and includes any regulations which we may hereafter prescribe in addition thereto or in lieu thereof ;

The expression “dietary tables,” unless the context otherwise requires, means the dietary tables adopted by the guardians

[4 & 5 Will. 4,
c. 76.]

in pursuance of the provisions of Art. 2 of this order and for the time being in force in any workhouse ;

The expression "list of rations" means the list of rations set forth in part II. of schedule A. to this order, and includes any list of rations which we may hereafter issue in addition thereto or in lieu thereof ;

The expression "ingredient table" means the table of ingredients of rations set forth in part III. of schedule A. to this order, and includes any table of ingredients of rations which we may hereafter issue in addition thereto or in lieu thereof.

SCHEDULES.

There are two schedules to the order. Schedule A. follows, and the forms in schedule B. have been inserted after the articles directing their use.

This order may be cited as "The Workhouse Regulation (Dietaries and Accounts) Order, 1900."

Given under the seal of office of the Local Government Board,
this tenth day of October, in the year one thousand nine
hundred.

(L. S.)

HENRY CHAPLIN,
President.

S. B. PROVIS,
Secretary.

SCHEDULE A.

PART I.

Regulations.

1. In accordance with Article 3 of this order the inmates of the workhouse above the age of three years shall, for the purposes of dietary, be divided under the directions of the guardians into the classes hereinafter specified, and the guardians may from time to time direct the removal of any inmate from any one to any other of such classes in which such inmate can appropriately be placed.

Such classes shall be as follows :—

Class 1.—Men not employed in work. [Plain diet.]

Class 1A.—Men employed in work. [Same diet as for Class 1, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 2.—Men not employed in work. [Infirm diet.]

Class 2A.—Men employed in work. [Same diet as for Class 2, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 2B.—Feeble men. [Special infirm diet, with an additional daily meal to be given at such times as the guardians may direct.]

Class 3.—Women not employed in work. [Plain diet.]

Class 3A.—Women employed in work. [Same diet as for Class 3, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 4.—Women not employed in work. [Infirm diet.]

Class 4A.—Women employed in work. [Same diet as for Class 4, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 4B.—Feeble women. [Special infirm diet, with an additional daily meal, to be given at such times as the guardians may direct.]

Class 5.—Children over three years of age and under eight. [With an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 6.—Children over eight years of age and under sixteen. [With an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Provided that any male inmate certified by the medical officer of the workhouse as a healthy able-bodied person shall be placed either in Class 1 or in Class 1A for purposes of diet.

Provided also, that no inmate shall be placed in Class 2B or 4B unless, in the opinion of the medical officer expressed in writing in the Workhouse Medical Officer's Report Book, the inmate proposed to be placed in one of such classes is by reason of infirmity unable to consume the full amount of rations allotted to Class 2 or 4, as the case may be.

[The discretion as to the individuals who are to receive lunch, and the place, time, and period for lunch, rests with the guardians.]

2. From the list of rations the guardians shall select for each of the classes enumerated in Regulation 1, and in accordance with the instructions appended to the list of rations, a weekly rotation of meals, each meal consisting of one of the said rations for breakfast, dinner or supper daily, or for the additional meal to be given as specified in Regulation 1 in the case of Classes 1A, 2A, 2B, 3A, 4A, 4B, 5 and 6; and the series of meals thus selected shall together form the dietary tables which may be adopted for use in the workhouse in pursuance of this order.

3. The guardians shall select from the list of rations the alternative foods to be issued in the event of failure of the ordinary supply, or in like emergency. If the master at any time issue such alternative foods, or any of them, he shall report the same in writing to the guardians at their next ordinary meeting.

4. If the guardians so direct for all or any of the classes set forth in Regulation 1 a definite portion of the allowance of bread prescribed by the list of rations shall be served in the first instance to each inmate, but each inmate shall be entitled to demand his or her full allowance of bread; and the total allowance of bread prescribed by the dietary table shall in all cases be sent into the dining-room for each class of inmates, and no portion of such total allowance shall be removed from the dining-room until after the conclusion of the meal for which it was issued, when the unserved bread shall be weighed or measured and returned into store forthwith and duly accounted for:

Provided that each inmate certified as of unsound mind shall in any case receive the full ration of bread allotted to him or to her by the dietary table or the medical officer under Art. 7 of this order.

[The Local Government Board are prepared to consider applications from the guardians of large unions, with regard to the amount of bread to be sent into the dining-hall.]

5.—(a) In regard to the service of food to children—

The children shall be fed according to appetite, and it shall therefore not be requisite to weigh each ration to each individual child, but more or

less than the quantity of food specified for such ration may be served to each child, at the discretion of the master or matron. The master or matron shall be satisfied and shall be directly responsible for securing that each child receives a sufficient amount of food at each meal;

The total amount of food allowed by the dietary table shall be sent into the children's dining-room for each meal, and no portion of such total allowance shall be removed from the dining-room until after the conclusion of the meal for which it was issued, when any portion remaining unserved shall, if fit for future use, be weighed or measured and returned into store forthwith and duly accounted for;

In framing their dietary table for children the guardians shall provide for the proper use of unserved food to supply the whole or part of a future meal on a day not later than that next following the day when such food was first issued.

(b.) Children under three years of age dieted by the medical officer in accordance with Art. 6 of this order shall form Class 7 for purposes of dietary.

6. In regard to the service of food to the sick—

The total amount of food prescribed by the directions of the medical officer shall be sent to the several wards;

In any infirmary or sick ward it shall be competent to the medical officer to authorise the nurse in charge to exercise such discretion in the service of the diet prescribed as he may consider desirable;

When in the opinion of the medical officer the staff is sufficient, the food may be sent in bulk to the wards, and carved and distributed under the superintendence of the nurse in charge;

Any food not served to the sick shall, if fit for future use, be weighed or measured and returned to store forthwith and duly accounted for;

In framing the scales of dietary for the sick, the medical officer shall provide as far as possible for the proper use of unserved food to supply the whole or part of a future meal on a day not later than that next following the day when such food was first issued.

7. The foods shall be prepared in accordance with the ingredient table.

No.	MEN. Classes 1 and 1a. (Plain Diet.)	No.	MEN. Classes 2 and 2a. (Infirm Diet.)	No.	WOMEN. Classes 3 and 3a. (Plain Diet.)
	(WEEK DAYS ONLY.)				
1	Bread, 4 oz., Porridge, 1½ pints.	12	Bread, 8 oz., Margarine, ½ oz., Tea, 1 pint.	1	Bread, 4 oz., Porridge, 1 pint.
2	Bread, 6 oz., Gruel, 1½ pints.	13	Bread, 8 oz., Butter, ½ oz., Tea, 1 pint.	2	Bread, 6 oz., Gruel, 1 pint.
3	Bread, 8 oz., Broth, 1 pint, Cheese, 2 oz.	14	Bread, 8 oz., Margarine, ½ oz., Coffee, 1 pint.	3	Bread, 6 oz., Broth, 1 pint, Cheese, 2 oz.
4	Porridge, 1½ pints, Skim or Separated Milk, 1 pint.	15	Bread, 8 oz., Butter, ½ oz., Coffee, 1 pint.	4	Bread, 6 oz., Broth, 1 pint, Margarine, ½ oz.
5	Porridge, 1½ pints, Butter-milk, 1 pint.	16	Bread, 8 oz., Margarine, ½ oz., Cocoa, 1 pint.	5	Bread, 6 oz., Broth, 1 pint, Butter, ½ oz.
6	Porridge, 1½ pints, Milk, 1 pint.	17	Bread, 8 oz., Butter, ½ oz., Cocoa, 1 pint.	6	Porridge, 1 pint, Skim or Separated Milk, 1 pint.
7	Bread, 2 oz., Porridge, 1½ pints, Sugar, 1 oz., or Treacle, 1½ oz.	18	Plain Cake, 6 oz., Tea, 1 pint.	7	Porridge, 1 pint, Butter-milk, 1 pint.
8	Bread, 8 oz., Skim or Separated Milk, 1 pint.	19	Plain Cake, 6 oz., Coffee, 1 pint.	8	Porridge, 1 pint, Milk, 1 pint.
9	Bread, 8 oz., Buttermilk, 1 pint.	20	Plain Cake, 6 oz., Cocoa, 1 pint.	9	Bread, 2 oz., Porridge, 1 pint, Sugar, 1 oz., or Treacle, 1½ oz.
10	Bread, 8 oz., Milk, 1 pint.	21	Seed Cake, 6 oz., Tea, 1 pint.	10	Bread, 6 oz., Skim or Separated Milk, 1 pint.
11	Bread, 8 oz., Rice Milk, 1 pint.	22	Seed Cake, 6 oz., Coffee, 1 pint.	11	Bread, 6 oz., Buttermilk, 1 pint.
	N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one week day for Classes 1 and 1a.	23	Seed Cake, 6 oz., Cocoa, 1 pint.	12	Bread, 6 oz., Milk, 1 pint.
	(SUNDAYS ONLY.)	24	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Tea, 1 pint.	13	Bread, 6 oz., Rice Milk, 1 pint.
	A selection from rations Nos. 12 to 17 inclusive, viz. :—	25	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Coffee, 1 pint.	14	Bread, 6 oz., Margarine, ½ oz., Tea, 1 pint.
12	Bread, 8 oz., Margarine, ½ oz., Tea, 1 pint.	26	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Cocoa, 1 pint.	15	Bread, 6 oz., Butter, ½ oz., Tea, 1 pint.
13	Bread, 8 oz., Butter, ½ oz., Tea, 1 pint.	27	Bread, 8 oz., Jam, 1½ oz., Tea, 1 pint.	16	Bread, 6 oz., Margarine, ½ oz., Coffee, 1 pint.
14	Bread, 8 oz., Margarine, ½ oz., Coffee, 1 pint.	28	Bread, 8 oz., Jam, 1½ oz., Coffee, 1 pint.	17	Bread, 6 oz., Butter, ½ oz., Coffee, 1 pint.
15	Bread, 8 oz., Butter, ½ oz., Coffee, 1 pint.	29	Bread, 8 oz., Jam, 1½ oz., Cocoa, 1 pint.	18	Bread, 6 oz., Margarine, ½ oz., Cocoa, 1 pint.
16	Bread, 8 oz., Margarine, ½ oz., Cocoa, 1 pint.	30	Bread, 8 oz., Marmalade, 1½ oz., Tea, 1 pint.	19	Bread, 6 oz., Butter, ½ oz. Cocoa, 1 pint].
17	Bread, 8 oz., Butter, ½ oz., Cocoa, 1 pint.]	31	Bread, 8 oz., Marmalade, 1½ oz., Coffee, 1 pint.		N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one week day for Classes 3 and 3a.
		32	Bread, 8 oz., Marmalade, 1½ oz., Cocoa, 1 pint.		On Sundays.—A selection from rations Nos. 14 to 19 inclusive.
			Or a selection from the preceding column, viz. :— Rations Nos. 1 to 11.		
			MEN. Class 2b. [Special Infirm Diet.]		
			Breakfast or Supper. } Rations. { A selection from those prescribed for 2 and 2a above, but with 2 oz. less Bread per Ration.		

(iii.) ADDITIONAL MEAL.—

No.	Class 1a.	No.	Class 2a.	No.	Class 3a.
1	Bread, 4 oz., Cheese, 1½ oz.	1	Bread, 4 oz., Cheese, 1½ oz.	1	Bread, 4 oz., Cheese, 1½ oz.
		2	" 4 oz., Butter, ½ oz.		
		3	" 4 oz., Margarine, ½ oz.		
		4	Plain Cake, 4 oz.		
		5	Seed Cake, 4 oz.		

* and † See Instruc

II.

RATIONS FOR—
or (ii.) SUPPER.

No.	WOMEN. Classes 4 and 4a. (Infirm Diet.)	No.	CHILDREN, 3 to 8. Class 5.	No.	CHILDREN, 8 to 16. Class 6.
14	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Tea, 1 pint.		One-half at least of the 14 Breakfast and Supper Meals given weekly to consist of:—	1	Bread, 6 oz., Milk, $\frac{3}{4}$ pint.
15	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Tea, 1 pint.			2	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{3}{4}$ pint.
16	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Coffee, 1 pint.	1	Bread, 5 oz., Milk, $\frac{1}{2}$ pint. For the remainder, a selec- tion from the following:—	3	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
17	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Coffee, 1 pint.	2	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	4	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{3}{4}$ pint.
18	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Cocoa, 1 pint.	3	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	5	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
19	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Cocoa, 1 pint.	4	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	6	Seed Cake, 6 oz., Tea (half Milk), $\frac{3}{4}$ pint.
20	Plain Cake, 4 oz., Tea, 1 pint.	5	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	7	Seed Cake, 6 oz., Cocoa (half Milk), $\frac{3}{4}$ pint.
21	Plain Cake, 4 oz., Coffee, 1 pint.	6	Seed Cake, 4 oz., Tea (half Milk), $\frac{1}{2}$ pint.	8	Seed Cake, 6 oz., Milk, $\frac{3}{4}$ pint.
22	Plain Cake, 4 oz., Cocoa, 1 pint.	7	Seed Cake, 4 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	9	Plain Cake, 6 oz., Tea (half Milk), $\frac{3}{4}$ pint.
23	Seed Cake, 4 oz., Tea, 1 pint.	8	Seed Cake, 4 oz., Milk, $\frac{1}{2}$ pint.	10	Plain Cake, 6 oz., Cocoa (half Milk), $\frac{3}{4}$ pint.
24	Seed Cake, 4 oz., Coffee, 1 pint.	9	Plain Cake, 4 oz., Tea (half Milk), $\frac{1}{2}$ pint.	11	Plain Cake, 6 oz., Milk, $\frac{3}{4}$ pint.
25	Seed Cake, 4 oz., Cocoa, 1 pint.	10	Plain Cake, 4 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	12	Bread, 6 oz., Milk, $\frac{1}{2}$ pint, Porridge, $\frac{1}{2}$ pint, Sugar, $\frac{1}{2}$ oz.
26	Bread, 6 oz., Treacle (or Syrup), $1\frac{1}{2}$ oz., Tea, 1 pint.	11	Plain Cake, 4 oz., Milk, $\frac{1}{2}$ pint.	13	Bread, 6 oz., Rice Milk, $\frac{3}{4}$ pint.
27	Bread, 6 oz., Treacle (or Syrup), $1\frac{1}{2}$ oz., Coffee, 1 pint.	12	Bread, 2 oz., Milk, $\frac{1}{2}$ pint, Porridge, $\frac{1}{2}$ pint, Sugar, $\frac{1}{2}$ oz.	14	Bread, 6 oz., Dripping, $1\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
28	Bread, 6 oz., Treacle (or Syrup), $1\frac{1}{2}$ oz., Cocoa, 1 pint.	13	Bread, 5 oz., Rice Milk, $\frac{1}{2}$ pint.	15	Bread, 6 oz., Cold Boiled Bacon, 2 oz., Tea (half Milk), $\frac{3}{4}$ pint.
29	Bread, 6 oz., Jam, $1\frac{1}{2}$ oz., Tea, 1 pint.	14	Bread, 5 oz., Dripping, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	16	Bread, 6 oz., Treacle (or Syrup), $1\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
30	Bread, 6 oz., Jam, $1\frac{1}{2}$ oz., Coffee, 1 pint.	15	Bread, 5 oz., Cold Boiled Bacon, $1\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	17	Bread, 6 oz., Jam, $1\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
31	Bread, 6 oz., Jam, $1\frac{1}{2}$ oz., Cocoa, 1 pint.	16	Bread, 5 oz., Treacle (or Syrup), 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	18	Bread, 6 oz., Marmalade, $1\frac{1}{2}$ oz., Tea (half Milk), $\frac{3}{4}$ pint.
32	Bread, 6 oz., Marmalade, $1\frac{1}{2}$ oz., Tea, 1 pint.	17	Bread, 5 oz., Jam, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	19	Bread, 6 oz., Cheese, $1\frac{1}{2}$ oz., Broth, $\frac{1}{2}$ pint.
33	Bread, 6 oz., Marmalade, $1\frac{1}{2}$ oz., Coffee, 1 pint.	18	Bread, 5 oz., Marmalade, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	20	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Buttermilk, $\frac{3}{4}$ pint.
34	Bread, 6 oz., Marmalade, $1\frac{1}{2}$ oz., Cocoa, 1 pint.	19	Bread, 5 oz., Cheese, 1 oz., Broth, $\frac{1}{2}$ pint.	21	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Buttermilk, $\frac{3}{4}$ pint.
	Or a selection from the pre- ceding column, viz. :—	20	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.	22	Bread, 6 oz., Treacle (or Syrup), $1\frac{1}{2}$ oz., Buttermilk, $\frac{3}{4}$ pint.
	Rations Nos. 1 to 13.	21	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.	23	Bread, 6 oz., Jam, $1\frac{1}{2}$ oz., Buttermilk, $\frac{3}{4}$ pint.
	WOMEN. Class 4b. [Special Infirm Diet.]	22	Bread, 5 oz., Treacle (or Syrup), 1 oz., Buttermilk, $\frac{1}{2}$ pint.	24	Bread, 6 oz., Marmalade, $1\frac{1}{2}$ oz., Buttermilk, $\frac{3}{4}$ pint.
	Breakfast or Supper. Rations. { A selection from those prescribed for 4 and 4a above, but with 2 oz. less Bread per Ration.	23	Bread, 5 oz., Jam, 1 oz., Buttermilk, $\frac{1}{2}$ pint.	*25	Bread, 6 oz., 1 Egg, Tea, (half Milk), $\frac{3}{4}$ pint.
		24	Bread, 5 oz., Marmalade, 1 oz., Buttermilk, $\frac{1}{2}$ pint.		N.B.—The rations are to be so selected that Break- fast and Supper shall not be alike on any one week day for Class 6.
		*25	Bread, 5 oz., 1 Egg, Tea (half milk), $\frac{1}{2}$ pint. N.B.—The rations are to be so selected that Break- fast and Supper shall not be alike on any one week day for Class 5.		

WEEK DAYS ONLY.

No.	Class 4a.	No.	Class 5.	No.	Class 6.
1	Bread, 4 oz., Cheese, $1\frac{1}{2}$ oz.	1	Plain Cake, 2 oz.	1	Plain Cake, 2 oz.
2	" 4 oz., Butter, $\frac{1}{2}$ oz.	2	Seed Cake, 2 oz.	2	Seed Cake, 2 oz.
3	" 4 oz., Margarine, $\frac{1}{2}$ oz.	3	Bread, 2 oz., Butter, $\frac{1}{2}$ oz.	3	Bread, 2 oz., Butter, $\frac{1}{2}$ oz.
4	Plain Cake, 4 oz.	4	" 2 oz., Margarine, $\frac{1}{2}$ oz.	4	" 2 oz., Margarine, $\frac{1}{2}$ oz.
5	Seed Cake, 4 oz.	5	" 2 oz., Dripping, $\frac{1}{2}$ oz.	5	" 2 oz., Dripping, $\frac{1}{2}$ oz.
		6	Biscuit, 2 oz.	6	Biscuit, 2 oz.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER.

No.	MEN. Classes 1 and 1a. (Plain Diet.)
1	Beef, boiled, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
2	„ roast, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
3	Mutton, boiled, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
4	Pork, boiled, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
5	Tinned Meat, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
6	Beef, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz. ; Suet Pudding or Dumpling, 4 oz.
7	Mutton, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz. ; Suet Pudding or Dumpling, 4 oz.
8	Pork, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz. ; Suet Pudding or Dumpling, 4 oz.
9	Beef, boiled, $4\frac{1}{2}$ oz. ; Pease Pudding, 12 oz.
10	Mutton, boiled, $4\frac{1}{2}$ oz. ; Pease Pudding, 12 oz.
11	Pork, boiled, $4\frac{1}{2}$ oz. ; Pease Pudding, 12 oz.
12	Bacon, boiled, 3 oz. ; Pease Pudding, 12 oz.
13	Beef, boiled, $4\frac{1}{2}$ oz. ; Haricot Beans, 12 oz.
14	Mutton, boiled, $4\frac{1}{2}$ oz. ; Haricot Beans, 12 oz.
15	Pork, boiled, $4\frac{1}{2}$ oz. ; Haricot Beans, 12 oz.
16	Bacon, boiled, 3 oz. ; Haricot Beans, 12 oz.
17	„ boiled, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
18	Hashed Meat, 6 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
19	Fish (wet), boiled or steamed, 10 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.
20	Fish (dry), boiled or steamed, 10 ozs. ; Bread, 4 ozs. ; Potatoes or other Vegetables, 12 oz.
21	Fish (wet), fried, 10 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz. (Sauce with boiled fish, $\frac{1}{4}$ gill per ration.)
22	Soup, Pea, $1\frac{1}{2}$ pint ; Bread, 6 oz.
23	„ Lentil, $1\frac{1}{2}$ pint ; Bread, 6 oz.
24	„ Haricot, $1\frac{1}{2}$ pint ; Bread, 6 oz.
25	„ Barley, $1\frac{1}{2}$ pint ; Bread, 6 oz.
26	Broth, 1 pint ; Bread, 8 oz. ; Cheese, 3 oz.
27	„ 1 pint ; Bread, 4 oz. ; Cheese, 2 oz. ; Suet Pudding, 8 oz.
28	„ 1 pint ; Bread, 4 oz. ; Cheese, 2 oz. ; Dumpling, 8 oz.
29	Meat Stew or Scouse, 1 pint ; Bread, 6 oz.
30	Irish Stew, 1 pint ; Bread, 6 oz.
31	Hotch Potch Stew, 1 pint ; Bread, 6 oz.
32	Meat Pie, 16 oz.
33	Potato Pie, 16 oz. ; Bread, 4 oz.
34	Sea Pie, 16 oz. ; Bread, 4 oz.
35	Meat Pudding, 16 oz. ; Potatoes or other Vegetables, 6 oz.
36	Suet Pudding, 16 oz.
37	Potatoes with Milk, 24 oz. ; Bread, 2 oz. ; Buttermilk, 1 pint.
38	„ „ 24 oz. ; Bread, 2 oz. ; Cheese, 2 oz.
39	Coffee, 1 pint ; Bread, 8 oz. ; Cheese, 3 oz.

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

No.	MEN.	
	Classes 2 and 2a. (Infirm Diet.)	
	A selection from Rations Nos. 1 to 39 in the preceding column, or from the following :—	
40	Mutton, roast, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.	
41	Pork, roast, $4\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.	
42	Collops, 5 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.	
43	Savoury Mince, $\frac{1}{2}$ pint ; Bread, 4 oz. ; Potatoes or other Vegetables, 12 oz.	
44	Soup, Bouillon (Beef-broth), 1 pint ; Bread, 6 oz.	
45	Fish Pie, 16 oz. ; Bread, 4 oz.	
46	Egg, 1 ; Bread, 8 oz. ; Butter, $\frac{1}{2}$ oz. ; Coffee, 1 pint.	
47	" 1 ; Bread, 8 oz. ; Margarine, $\frac{1}{2}$ oz. ; Coffee, 1 pint.	
48	" 1 ; Bread, 8 oz. ; Butter, $\frac{1}{2}$ oz. ; Cocoa, 1 pint.	
49	" 1 ; Bread, 8 oz. ; Margarine, $\frac{1}{2}$ oz. ; Cocoa, 1 pint.	
50	Beef, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
51	Beef, roast, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
52	Mutton, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
53	Mutton, roast, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
54	Pork, boiled, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
55	Pork, roast, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
56	Tinned Meat, $3\frac{1}{2}$ oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
57	Hashed Meat, 4 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
58	Savoury Mince, $\frac{1}{2}$ pint ; Bread, 4 oz. ; Potatoes or other Vegetables, 6 oz.	
59	Soup, Pea, 1 pint ; Bread, 4 oz.	
60	" Lentil, 1 pint ; Bread, 4 oz.	
61	" Haricot, 1 pint ; Bread, 4 oz.	
62	" Barley, 1 pint ; Bread, 4 oz.	
63	" Bouillon, 1 pint ; Bread, 4 oz.	
<p>Each of the foregoing (Nos. 50-63 inclusive) with one of the following Puddings, etc. (a.) to (m.), as selected by the Guardians to form one ration.</p> <p>§ <i>Note.</i>—Not to be given with Nos. 59 to 63 (Soups).</p>		
<p>(a.) Suet Pudding, 4 oz. (b.) Roley - poley Pudding, 4 oz. (c.) Golden Pudding, 4 oz. (d.) Dry Fruit Pudding, 4 oz. (e.) Bread Pudding, 4 oz. (f.) Batter Pudding, 4 oz. (g.) Dumpling, 4 oz. (h.) Fresh Fruit Pudding, 6 oz. (i.) Rice Pudding, 8 oz. (j.) Sago Pudding, 8 oz. (k.) Semolina Pudding, 8 oz. (l.) Rice Milk, $\frac{1}{2}$ pint. (m.) Skim or Separated Milk, or Butter-milk, $\frac{1}{2}$ pint.</p>		
<p>MEN. Class 2b.</p>		
A selection from the dinner rations Nos. 1 to 63 prescribed above, but with the following reductions :—		
<p>$\frac{1}{2}$ oz. off all "Roast or Boiled Meat" rations except Bacon. $\frac{1}{4}$ pint " "Soups" and "Stews" rations. $\frac{1}{4}$ lb. " "Meat Pie," "Fish Pie," and "Meat Puddings." 2 oz. " "Fish" rations. 1 oz. " "Cheese" rations.</p>		
And all rations of "Potatoes or other Vegetables" and of "Pease Pudding" or "Haricot Beans" to be uniformly 4 oz. per ration.		
In addition to Dinner, Supper and Breakfast, each inmate of Class 2b		

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

MEN. Class 2b— <i>continued.</i>	
shall receive at such time daily as the Guardians may fix a meal selected from the following :—	
Milk, $\frac{1}{2}$ pint; Bread, 2 oz.	Bread Pudding $\frac{1}{2}$ lb.
Bouillon, $\frac{1}{2}$ pint; Bread, 2 oz.	Cocoa, $\frac{1}{2}$ pint; Bread, 2 oz.
Rice Pudding, $\frac{1}{2}$ lb.	*Broth " " "
Sago " "	*Gruel " Sugar, 1 oz.
Semolina " "	Rice Milk, $\frac{1}{2}$ pint, Bread, 2 oz.

WOMEN. Classes 3 and 3a. (Plain Diet.)	
No.	
1	Beef, boiled, 4 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
2	" roast, 4 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
3	Mutton, boiled, 4 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
4	Pork, boiled, 4 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
5	Tinned Meat, 4 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
6	Beef, boiled, 3 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 4 oz.; Suet Pudding or Dumpling, 4 oz.
7	Mutton, boiled, 3 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 4 oz.; Suet Pudding or Dumpling, 4 oz.
8	Pork, boiled, 3 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 4 oz.; Suet Pudding or Dumpling, 4 oz.
9	Beef, boiled, 4 oz.; Pease Pudding, 8 oz.
10	Mutton, boiled, 4 oz.; Pease Pudding, 8 oz.
11	Pork, boiled, 4 oz.; Pease Pudding, 8 oz.
* 12	Bacon, boiled, 3 oz.; Pease Pudding, 8 oz.
13	Beef, boiled, 4 oz.; Haricot Beans, 8 oz.
14	Mutton, boiled, 4 oz.; Haricot Beans, 8 oz.
15	Pork, boiled, 4 oz.; Haricot Beans, 8 oz.
16	Bacon, boiled, 3 oz.; Haricot Beans, 8 oz.
17	" " 3 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
18	Hashed Meat, 5 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
19	Fish (wet), boiled or steamed, 8 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
20	Fish (dry), boiled or steamed, 8 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz.
21	Fish (wet), fried, 8 oz.; Bread, 4 oz.; Potatoes or other Vegetables, 8 oz. (Sauce with boiled fish, $\frac{1}{4}$ gill per ration.)
22	Soup, Pea, 1 pint; Bread, 4 oz.
23	" Lentil, 1 pint; Bread, 4 oz.
24	" Haricot, 1 pint; Bread, 4 oz.
25	" Barley, 1 pint; Bread, 4 oz.
26	Broth, 1 pint; Bread, 6 oz.; Cheese, 2 oz.
27	" 1 pint; Bread, 4 oz.; Cheese, 2 oz.; Suet Pudding, 6 oz.
28	" 1 pint; Bread, 4 oz.; Cheese, 2 oz.; Dumpling, 6 oz.
29	Meat Stew or Scouse, 1 pint; Bread, 4 oz.
30	Irish Stew, 1 pint; Bread, 4 oz.
31	Hotch Potch Stew, 1 pint; Bread, 4 oz.
32	Meat Pie, 14 oz.
33	Potato Pie, 14 oz.; Bread, 4 oz.
34	Sea Pie, 14 oz.; Bread, 4 oz.
35	Meat Pudding, 14 oz.; Potatoes or other Vegetables, 6 oz.
36	Suet Pudding, 16 oz.
37	Potatoes with Milk, 20 oz.; Bread, 2 oz.; Buttermilk, 1 pint.
38	" " 20 oz.; Bread, 2 oz.; Cheese, 1 $\frac{1}{2}$ oz.
39	Coffee, 1 pint; Bread, 6 oz.; Cheese, 2 oz.

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

No.	WOMEN. Classes 4 and 4a. (Infirm Diet.)	
	A selection from Rations Nos. 1 to 39 in the preceding column, or from the following :—	
40	Mutton, roast, 4 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 8 oz.	
41	Pork, roast, 4 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 8 oz.	
42	Collops, 4 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 8 oz.	
43	Savoury Mince, $\frac{1}{2}$ pint ; Bread, 4 oz. ; Potatoes or other Vegetables, 8 oz.	
44	Soup, Bouillon (Beef-broth), 1 pint ; Bread, 6 oz.	
45	Fish Pie, 14 oz. ; Bread, 4 oz.	
46	Egg, 1 ; Bread, 6 oz. ; Butter, $\frac{1}{2}$ oz. ; Coffee, 1 pint.	
47	" 1 ; " 6 oz. ; Margarine, $\frac{1}{2}$ oz. ; Coffee, 1 pint.	
48	" 1 ; " 6 oz. ; Butter, $\frac{1}{2}$ oz. ; Cocoa, 1 pint.	
49	" 1 ; " 6 oz. ; Margarine, $\frac{1}{2}$ oz. ; Cocoa, 1 pint.	
50	Beef, boiled, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	<p>Each of the foregoing (Nos. 50 to 63 inclusive) with one of the following Puddings (a.) to (m.) as selected by the Guardians, to form one ration.</p> <p>§ <i>Note.</i>—Not to be given with Nos. 59 to 63 (Soups).</p>
51	Beef, roast, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
52	Mutton, boiled, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
53	Mutton, roast, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
54	Pork, boiled, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
55	Pork, roast, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
56	Tinned Meat, 3 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
57	Hashed Meat, 4 oz. ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
58	Savoury Mince, $\frac{1}{2}$ pint ; Bread, 4 oz. ; Potatoes or other Vegetables, 4 oz.	
59	Soup, Pea, $\frac{3}{4}$ pint ; Bread, 4 oz. }	
60	" Lentil, $\frac{3}{4}$ pint ; Bread, 4 oz. }	<p>(a.) Suet Pudding, 4 oz. (b.) Roley - poley Pudding, 4 oz. (c.) Golden Pudding, 4 oz. (d.) Dry Fruit Pudding, 4 oz. (e.) Bread Pudding, 4 oz. (f.) Batter Pudding, 4 oz. (g.) Dumpling, 4 oz. (h.) Fresh Fruit Pudding, 6 oz. (i.) Rice Pudding, 8 oz. (j.) Sago Pudding, 8 oz. (k.) Semolina Pudding, 8 oz. § (l.) Rice Milk, $\frac{1}{2}$ pint. § (m.) Skim or Separated Milk or Buttermilk, $\frac{1}{2}$ pint.</p>
61	" Haricot, $\frac{3}{4}$ pint ; Bread, 4 oz. }	
62	" Barley, $\frac{3}{4}$ pint ; Bread, 4 oz. }	
63	" Bouillon, $\frac{3}{4}$ pint ; Bread, 4 oz.	
<p style="text-align: center;">WOMEN. Class 4b.</p>		
A selection from the dinner rations (Nos. 1 to 63), prescribed above, but with the following reductions :—		
$\frac{1}{2}$ oz. off all	" Roast or Boiled Meat " rations, except Bacon.	
$\frac{1}{4}$ pint "	" Soups " and " Stews " rations.	
$\frac{1}{4}$ lb. "	" Meat Pie," " Fish Pie," and " Meat Puddings."	
2 oz. "	" Fish " rations.	
1 oz. "	" Cheese " rations.	
And all rations of " Potatoes or other Vegetables " and of " Pease Pudding " or " Haricot Beans " to be uniformly 4 oz. per ration.		
In addition to Dinner, Supper and Breakfast, each inmate of Class 4b shall		

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

WOMEN. Class 4b— <i>continued.</i>	
receive at such time daily as the Guardians may fix a meal selected from the following :—	
Milk, $\frac{1}{2}$ pint, Bread, 2 oz.	Bread Pudding, $\frac{1}{2}$ lb.
Bouillon, $\frac{1}{2}$ pint, Bread, 2 oz.	Cocoa, $\frac{1}{2}$ pint, Bread, 2 oz.
Rice Pudding, $\frac{1}{2}$ lb.	*Broth " " "
Sago " " "	*Gruel, $\frac{1}{2}$ pint, Sugar, 1 oz.
Semolina Pudding, $\frac{1}{2}$ lb.	Rice Milk, $\frac{1}{2}$ pint, Bread, 2 oz.

CHILDREN, 3 to 8. Class 5.	
Not fewer than three of the seven dinner meals per week to be selected from the following rations, viz., Nos. 1 to 16 inclusive, for children aged 3 to 8 years :—	
1 Beef, boiled, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	Each of the foregoing (Nos. 1 to 16 inclusive) with one of the following Puddings, etc. (a.) to (m.), as selected by the Guardians, to form one ration. § Not to be given with Nos. 11 to 16 (Soups, Broths or Milk).
2 Beef, roast, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
3 Mutton, boiled, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
4 Mutton, roast, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
5 Pork, boiled, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
6 Pork, roast, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
7 Tinned Meat, $1\frac{1}{2}$ oz. ; Potatoes or other Vegetables, 4 oz.	
8 Bacon, boiled, 1 oz. ; Potatoes or other Vegetables, 4 oz.	
9 Hashed Meat, 2 oz. ; Potatoes or other Vegetables, 4 oz.	
10 Savoury Mince, 1 gill ; Potatoes or other Vegetables, 4 oz.	
11 Soup, Pea, 1 gill ; Bread, 3 oz.	
12 " Lentil, 1 gill ; Bread, 3 oz.	
13 " Haricot, 1 gill ; Bread, 3 oz.	
14 " Barley, 1 gill ; Bread, 3 oz.	
15 " Bouillon, 1 gill ; Bread, 3 oz.	
16 Milk, $\frac{1}{2}$ pint ; Bread, 3 oz.	(a.) Suet Pudding, 4 oz.
17 Beef, boiled, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(b.) Roley - Poley Pudding, 4 oz.
18 " roast, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(c.) Golden Pudding, 4 oz.
19 Mutton, boiled, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(d.) Dry Fruit Pudding, 4 oz.
20 " roast, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(e.) Bread Pudding, 4 oz.
21 Pork, boiled, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(f.) Batter Pudding, 4 oz.
22 " roast, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(g.) Dumpling, 4 oz.
23 Tinned Meat, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(h.) Fresh Fruit Pudding, 6 oz.
24 Bacon, boiled, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(i.) Rice Pudding, 8 oz.
25 Collops, 2 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(j.) Sago Pudding, 8 oz.
26 Hashed Meat, 3 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	(k.) Semolina Pudding, 8 oz.
27 Savoury Mince, 1 gill ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	§ (l.) Rice Milk, $\frac{1}{2}$ pint.
28 Fish (wet), boiled or steamed, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	§ (m.) Skim or Separated Milk or Butter-milk, $\frac{1}{2}$ pint.
29 Fish (dry), boiled or steamed, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 6 oz.	

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

No.	CHILDREN 3 to 8. Class 5— <i>continued.</i>
30	Fish (wet), fried, 4 oz.; Bread, 3 oz.; Potatoes or other Vegetables, 6 oz. (Sauce with boiled fish, $\frac{1}{4}$ gill per ration.)
31	Soup, Pea, $\frac{1}{2}$ pint; Bread 4 oz. } WINTER ONLY.
32	" Lentil, $\frac{1}{2}$ pint; Bread, 4 oz. }
33	" Haricot, $\frac{1}{2}$ pint; Bread, 4 oz. }
34	" Barley, $\frac{1}{2}$ pint; Bread, 4 oz. } SUMMER ONLY.
35	" Bouillon, $\frac{1}{2}$ pint; Bread, 4 oz. }
36	Broth, $\frac{1}{2}$ pint; Bread, 4 oz.; Cheese, 1 oz.
37	" $\frac{1}{2}$ pint; " 3 oz.; " $\frac{1}{2}$ oz.; Suet Pudding, 4 oz.
38	" $\frac{1}{2}$ pint; " 3 oz.; " $\frac{1}{2}$ oz.; Dumpling, 4 oz.
39	Meat Stew or Scouse, $\frac{1}{2}$ pint; Bread, 2 oz.
40	Irish Stew, $\frac{1}{2}$ pint; Bread, 2 oz.
41	Hotch Potch Stew, $\frac{1}{2}$ pint; Bread, 2 oz.
42	Meat Pie, 8 oz.
43	Potato Pie, 8 oz.; Bread, 2 oz.
44	Fish Pie, 8 oz.; Bread, 2 oz.
45	Sea Pie, 8 oz.; Bread, 2 oz.
46	Pasties, 8 oz.
47	Meat Pudding, 8 oz.; Potatoes or other Vegetables, 4 oz.
48	Potatoes with Milk, 12 oz.; Bread, 2 oz.; Buttermilk, $\frac{1}{2}$ pint.
49	" " 12 oz.; " 2 oz.; Cheese, $\frac{1}{2}$ oz.
50	Egg, 1; Bread, 4 oz.; Butter, $\frac{1}{2}$ oz.; Cocoa (half Milk), $\frac{1}{2}$ pint.
51	" 1; " 4 oz.; Margarine, $\frac{1}{2}$ oz.; Cocoa (half Milk), $\frac{1}{2}$ pint.
52	Cocoa (half Milk), $\frac{1}{2}$ pint; Bread, 4 oz.; Cheese, 1 oz.

No.	CHILDREN, 8 to 16. Class 6.
1	Beef, boiled, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
2	Beef, roast, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
3	Mutton, boiled, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
4	Mutton, roast, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
5	Pork, boiled, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
6	Pork, roast, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
7	Tinned Meat, $2\frac{1}{2}$ oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
8	Bacon, boiled, 2 oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
9	Hashed Meat, 3 oz.; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
10	Savoury Mince, $\frac{1}{2}$ pint; Bread, 2 oz.; Potatoes or other Vegetables, 6 oz.
11	Soup, Pea, $\frac{1}{2}$ pint; Bread, 3 oz. } WINTER ONLY.
12	" Lentil, $\frac{1}{2}$ pint; Bread, 3 oz. }
13	" Haricot, $\frac{1}{2}$ pint; Bread, 3 oz. }
14	" Barley, $\frac{1}{2}$ pint; Bread, 3 oz. } SUMMER ONLY.
15	" Bouillon, $\frac{1}{2}$ pint; Bread, 3 oz. }
16	Milk, $\frac{3}{4}$ pint; Bread, 3 oz.

Each of the foregoing (Nos. 1 to 16 inclusive) with one of the following Puddings, etc. (a.) to (m.) as selected by the Guardians, to form one ration.

§ Not to be given with Nos. 11 to 16 (Soups, Broth, or Milk).

(a.) Suet Pudding, 4 oz.
 (b.) Roley - Poley Pudding, 4 oz.
 (c.) Golden Pudding, 4 oz.
 (d.) Dry Fruit Pudding, 4 oz.
 (e.) Bread Pudding, 4 oz.
 (f.) Batter Pudding, 4 oz.
 (g.) Dumpling, 4 oz.
 (h.) Fresh Fruit Pudding, 6 oz.
 (i.) Rice Pudding, 8 oz.
 (j.) Sago Pudding, 8 oz.
 (k.) Semolina Pudding, 8 oz.
 §(l.) Rice Milk, $\frac{1}{2}$ pint.
 §(m.) Skim or Separated Milk or Buttermilk, $\frac{1}{2}$ pint.

* See Instructions, page 513.

SCHEDULE A., PART II.—*continued.*

LIST OF RATIONS FOR—

(iv.) DINNER—*continued.*

No.	CHILDREN, 8 to 16. Class 6— <i>continued.</i>
17	Beef, boiled, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
18	„ roast, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
19	Mutton, boiled, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
20	„ roast, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
21	Pork, boiled, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
22	„ roast, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
23	Tinned Meat, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
24	Bacon, boiled, 3 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
25	Collops, 4 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
26	Hashed Meat, 5 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
27	Savoury Mince, $\frac{3}{4}$ pint ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
28	Fish (wet), boiled or steamed, 8 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
29	Fish (dry), boiled or steamed, 8 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
30	Fish (wet), fried, 8 oz. ; Bread, 3 oz. ; Potatoes or other Vegetables, 8 oz.
31	Soup, Pea, $\frac{3}{4}$ pint ; Bread, 6 oz. { WINTER ONLY.
32	„ Lentil, $\frac{3}{4}$ pint ; Bread, 6 oz. {
33	„ Haricot, $\frac{3}{4}$ pint ; Bread, 6 oz. {
34	„ Barley, $\frac{3}{4}$ pint ; Bread, 6 oz. { SUMMER ONLY.
35	„ Bouillon, $\frac{3}{4}$ pint ; Bread, 6 oz. }
36	Broth, $\frac{1}{2}$ pint ; Bread, 6 oz. ; Cheese, 2 oz.
37	„ „ „ 3 „ „ $1\frac{1}{2}$ oz. ; Suet Pudding, 6 oz.
38	„ „ „ 3 „ „ $1\frac{1}{2}$ oz. ; Dumpling, 6 oz.
39	Meat Stew or Scouse, $\frac{3}{4}$ pint ; Bread, 4 oz.
40	Irish Stew, $\frac{3}{4}$ pint ; Bread, 4 oz.
41	Hotch Potch Stew, $\frac{3}{4}$ pint ; Bread, 4 oz.
42	Meat Pie, 14 oz.
43	Potato Pie, 12 oz. ; Bread, 3 oz.
44	Fish Pie, 12 oz. ; Bread, 3 oz.
45	Sea Pie, 12 oz. ; Bread, 3 oz.
46	Pasties, 12 oz.
47	Meat Pudding, 12 oz. ; Potatoes or other Vegetables, 4 oz.
48	Suet Pudding, 12 oz.
49	Potatoes, with Milk, 16 oz. ; Bread, 2 oz. ; Buttermilk, 1 pint.
50	„ „ „ 16 „ ; „ 2 oz. ; Cheese, $1\frac{1}{2}$ oz.
51	Egg, 1 ; Bread, 6 oz. ; Butter, $\frac{1}{2}$ oz. ; Coffee (half Milk), $\frac{3}{4}$ pint.
52	„ 1 ; „ 6 oz. ; Margarine, $\frac{1}{2}$ oz. ; Coffee (half Milk), $\frac{3}{4}$ pint.
53	„ 1 ; „ 6 oz. ; Butter, $\frac{1}{2}$ oz. ; Cocoa (half Milk), $\frac{3}{4}$ pint.
54	„ 1 ; „ 6 oz. ; Margarine, $\frac{1}{2}$ oz. ; Cocoa (half Milk), $\frac{3}{4}$ pint.
55	Cocoa (half Milk), $\frac{3}{4}$ pint ; Bread, 6 oz. ; Cheese, 2 oz.

* See Instructions, page 513.

INSTRUCTIONS APPENDED TO LIST OF RATIONS.

1. The prescribed weights of the cooked food are in all cases those of the cooked product, and, except as regards fish, are to be served free from bone.

2. Not fewer than two boiled or roast meat dinners (beef, or mutton, or pork, in suitable rotation) shall be given weekly to inmates of Classes 1, 1A, 3, and 3A ; and not fewer than three such dinners weekly to inmates of Classes 2, 2A, 2B, 4, 4A, 4B, 5 and 6 respectively.

[Upon application from guardians the Local Government Board will allow bacon to be given as one of these three meat dinners.]

3. The selection of rations shall be such that with the exception of boiled or roast beef meals no two dinners shall be alike in the same week for any one class.

4. The boiled or roast meat rations may be minced and served hot with gravy to inmates of Classes 2, 2A, 2B, 4, 4A or 4B, who may be unable to masticate their food without difficulty; and, at the discretion of the matron, to any of the children.

5. Boiled or roast meat may be served cold if the guardians so direct.

6. When the guardians so direct an equal weight of plain boiled rice may be substituted for one-half of the allowance of potatoes or other vegetables prescribed with boiled or roast meat rations.

7. Not more than one meal weekly to be selected from rations, or a group of rations, marked *.

8. Not more than two meals weekly to be selected from rations, or a group of rations, marked †.

9. In the lists of rations and the ingredient table the word *milk*, unqualified, means *new milk, whole unskimmed and undiluted*.

[*The following additional instructions, which occur as notes in the course of the order, are here brought together for convenience:—*

Breakfast and Supper.—The rations for Classes 1, 1A, 3, 3A, 5 and 6 are to be so selected that breakfast and supper shall not be alike on any one week day.

Dinner.—A sufficient supply of water with a separate mug for each inmate shall be provided at dinner for all classes.

Salt shall be provided at all meals and for all classes, and pepper, vinegar and mustard shall be provided at such meals and for such classes as the guardians direct.

Children 3 to 8 (Class 5).—One-half at least of the fourteen breakfast and supper meals given weekly to consist of bread, 5 oz., milk, $\frac{1}{2}$ pint.]

SEASONAL VARIATIONS AND ADDITIONS.

10. During the half-year ending Michaelmas an allowance of not exceeding one pint per head weekly of stewed rhubarb, or stewed fruit in season at reasonable cost, or in lieu thereof 2 oz. onion per head weekly may be added to such of the dinner rations as the guardians may direct for any class, and watercress (two bunches per head weekly) or lettuce (4 oz. per head weekly) or onion (2 oz. per head weekly), when in season, may, if the guardians so direct, be added to the breakfast or supper rations of Classes 2, 2A, 2B, 4, 4A, 4B, 5, and 6.

11. During the half-year ending Lady Day not less than two-thirds of the aggregate weekly allowance of potatoes or other vegetables shall consist of potatoes; and during the half-year ending Michaelmas not less than one-third or exceeding one-half shall consist of cabbage or other green vegetables in season at reasonable cost.

SCHEDULE A—*continued*.

PART III.

INGREDIENT TABLE.

Food.	Weight or Measure (Imperial) of Product.	Ingredients.
Batter Pudding ...	Per lb.	8 oz. Flour ; $1\frac{1}{2}$ gill Milk ; $\frac{1}{2}$ oz. Fat ; $\frac{1}{2}$ oz. Baking Powder ; Pepper and Salt to taste ; Water a sufficiency.
Batter for frying fish	—	4 oz. Flour ; $\frac{1}{2}$ oz. Fat ; Salt to taste ; Water a sufficiency. For two pounds of Fish.
Beans, Haricot ...	lb.	8 oz. Haricot Beans ; $\frac{1}{4}$ oz. Fat ; Pepper and Salt to taste. Water a sufficiency.
Bouillon (Beef Broth)	pint	3 oz. Raw Beef, free from bone ; 5 oz. mixed Vegetables ; Pepper and Salt to taste ; Herbs ; Water a sufficiency.
Bread pudding, steamed.	lb.	4 oz. Bread ; 1 oz. Sugar ; 1 oz. Fat ; 1 oz. Currants or Raisins ; $\frac{1}{2}$ pint Milk ; Mixed Spice to taste.
Bread pudding, baked Broth, or Stock ...	— pint	(Ingredients as above ; product $\frac{3}{4}$ lb.) $1\frac{1}{2}$ oz. Bones ; $\frac{1}{2}$ oz. Fresh Vegetables ; Salt, Pepper and Herbs to taste ; Meat Liquor or Water a sufficiency.
Broth, Vegetable ...	pint	2 ozs. Fresh Vegetables ; $\frac{1}{2}$ oz. Dripping ; 1 pint Meat Liquor ; Salt and Pepper to taste.
Cake, plain ...	lb.	$7\frac{1}{2}$ oz. Flour ; 2 oz. Sugar ; 2 oz. Dripping ; 1 oz. Currants ; $\frac{1}{2}$ gill Milk ; Salt to taste ; $\frac{1}{4}$ oz. Baking Powder ; Water a sufficiency.
„ seed ...	lb.	13 oz. Bread Dough ; 2 oz. sugar ; 2 oz. Dripping ; $\frac{1}{4}$ oz. Carraway Seeds.
Cocoa (Adults) ...	pint	$\frac{1}{2}$ oz. Cocoa ; $\frac{4}{10}$ oz. sugar ; 3 fl. oz. Milk ; Water a sufficiency.
„ (Children) ...	pint	$\frac{1}{2}$ oz. Cocoa ; $\frac{4}{10}$ oz. sugar ; $\frac{1}{2}$ pint milk ; Water a sufficiency.
Coffee (Adults) ...	pint	$\frac{4}{10}$ oz. Coffee (20 per cent. chicory) ; $\frac{1}{2}$ oz. Sugar ; 3 fl. oz. Milk ; Water a sufficiency.
„ (Children) ...	pint	$\frac{4}{10}$ oz. Coffee (20 per cent. Chicory) ; $\frac{1}{2}$ oz. Sugar ; $\frac{1}{2}$ pint Milk ; Water a sufficiency.
Collops, minced ...	lb.	16 oz. Raw Beef, free from bone ; $\frac{1}{2}$ oz. Onion ; Water a sufficiency.
Dumplings ...	lb.	11 oz. Bread Dough.
Fish Pie ...	lb.	$5\frac{1}{2}$ oz. Fish, free from skin and bone ; $\frac{3}{4}$ oz. Fat ; 8 oz. Potatoes (cooked and mashed) ; 1 gill White Sauce ; Salt and Pepper to taste.
Fish Sauce (white sauce).	pint	1 oz. Dripping ; $\frac{1}{2}$ pint Milk ; $1\frac{1}{2}$ oz. Flour ; Salt and Vinegar to taste ; Water or Fish Liquor a sufficiency.
Fruit Pudding, dry	lb.	7 oz. Flour ; 2 oz. Fat ; 2 oz. Figs or Raisins or Currants ; Salt to taste ; Water a sufficiency.
„ „ fresh	lb.	5 oz. Flour ; $1\frac{1}{2}$ oz. Fat ; 6 oz. Fruit in Season ; 1 oz. Sugar ; Baking Powder, Salt and Water a sufficiency.
Fruit, stewed ...	pint	16 oz. Fruit in Season ; 3 oz. Sugar ; Water a sufficiency.
Golden Pudding ...	lb.	6 oz. Flour ; 2 oz. Fat ; 4 oz. Treacle ; $\frac{1}{2}$ gill Milk ; 1 teaspoonful Ground Ginger ; Carbonate of Soda and Water a sufficiency.
Gruel ...	pint	2 oz. Oatmeal ; $\frac{1}{2}$ oz. Treacle ; Water and Salt a sufficiency ; Allspice to be used occasionally.
Hotch-potch Stew ...	pint	5 oz. Raw Beef, free from Bone ; $\frac{1}{4}$ oz. Flour ; $\frac{1}{4}$ oz. Peas ; $\frac{1}{2}$ oz. Scotch Barley ; $\frac{1}{4}$ oz. Carrots or Turnips ; 4 oz. Cabbage ; 1 oz. Onion ; Pepper, Salt and Herbs to taste ; Stock or Water a sufficiency.

SCHEDULE A., PART III.—*continued.*INGREDIENT TABLE.—*continued.*

Food.	Weight or Measure (Imperial) of Product.	Ingredients.
Irish Stew	Per pint	5 oz. Raw Meat, free from bone, or 10 oz. Neck of Mutton cut two ribs up, or Breast of Mutton; 1 oz. Onion; 12 oz. Potatoes; Pepper and Salt to taste; Water a sufficiency.
Meat, hashed	lb.	12 oz. Cooked or Tinned Meat, free from bone; 2 oz. Onion; 1 oz. Flour; 1 oz. Fat; Pepper and Salt to taste; Water a sufficiency.
Meat Pie	lb.	5 oz. Raw Beef, free from bone; 5 oz. Flour; 4 oz. Potatoes; $1\frac{1}{2}$ oz. Fat; Salt and Pepper to taste; Water a sufficiency.
Meat Pudding	lb.	5 oz. Raw Beef, free from bone; 2 oz. Beef Suet; 5 oz. Flour; Seasoning to taste; Water a sufficiency.
Meat Stew (or Scouse)	pint	5 oz. Raw Beef, free from bone; 1 oz. Flour; $\frac{1}{2}$ oz. Fat; 4 oz. Potatoes; 4 oz. Carrots and Turnips; $\frac{1}{2}$ oz. Onion; Pepper and Salt to taste; Water a sufficiency.
Pasties	lb.	4 oz. Meat, free from bone, raw or cooked; 7 oz. Flour; $\frac{1}{2}$ oz. Onion; 2 oz. Potatoes; 2 oz. Dripping; Salt and Pepper to taste; Water a sufficiency.
Pease Pudding	lb.	8 oz. Split Peas; $\frac{1}{4}$ oz. Fat; Salt; Water or Meat Liquor a sufficiency.
Potato Pie	lb.	5 oz. Raw Beef, free from bone; 1 oz. Fat; 8 oz. Potatoes; 1 oz. Flour; $\frac{1}{2}$ oz. Onion; $\frac{1}{2}$ gill Meat Liquor; Pepper and Salt to taste.
Potatoes with Milk	lb.	10 oz. Boiled Potatoes; 1 oz. Fat; 1 oz. Flour; 1 gill Milk; Salt to taste.
Porridge	pint	4 oz. Oatmeal; Water and Salt.
Rice Pudding	lb.	3 oz. Rice; $\frac{1}{2}$ oz. Sugar; $\frac{1}{2}$ oz. Fat; $\frac{1}{2}$ pint Milk; Water and Salt a sufficiency.
Rice Milk	pint	1 oz. Rice; $\frac{1}{2}$ oz. Sugar; $\frac{1}{4}$ oz. Fat; 1 pint Milk; Salt a sufficiency.
Rice (plain boiled) ...	lb.	3 oz. Rice; Water and Salt a sufficiency.
Roley-poley Pudding	lb.	8 oz. Flour; 2 oz. Suet (Beef); $1\frac{1}{2}$ oz. Jam or 2 oz. Treacle; Baking Powder, Salt and Water a sufficiency.
Sago or Semolina Pudding.	lb.	3 oz. Sago or Semolina; $\frac{1}{2}$ oz. Sugar; $\frac{1}{2}$ oz. Fat; $\frac{1}{2}$ pint Milk; Water and Salt a sufficiency.
Savoury Mince	pint	8 oz. Cooked Meat or 10 oz. Raw Meat, free from bone; 1 oz. Onion; 2 oz. Bread; 1 oz. Dripping; $\frac{1}{2}$ pint Meat Liquor; Salt and Pepper to taste.
Sea Pie	lb.	5 oz. Raw Beef, free from bone; $\frac{1}{4}$ oz. Fat; 5 oz. Carrots, Onions and Turnips; $\frac{1}{4}$ oz. Flour; Water a sufficiency; Pepper and Salt to taste. For Crust: 2 oz. Flour; $\frac{3}{4}$ oz. Fat; Water a sufficiency.
Shepherd's Pie	lb.	4 oz. Cold Meat, free from bone; $\frac{1}{2}$ oz. Fat; 12 oz. Cold Potatoes; $\frac{1}{2}$ oz. Onion; $\frac{1}{4}$ gill Gravy or Stock; Pepper and Salt to taste.
Soup, Barley	pint	3 oz. Raw Beef, free from bone; 2 oz. Bones; 1 oz. Scotch Barley; $\frac{1}{2}$ oz. Oatmeal; 1 oz. Vegetables; Salt, Pepper and Herbs to taste; Water a sufficiency.
„ Haricot	pint	3 oz. Raw Beef, free from bone; 2 oz. Bones; 1 oz. Haricot Beans; 1 oz. Vegetables; $\frac{1}{2}$ oz. Flour; $\frac{1}{2}$ oz. Dripping; Salt, Pepper and Herbs to taste; Water a sufficiency.
„ Lentil	pint	3 oz. Raw Beef, free from bone; 2 oz. Bones; 2 oz. Lentils; $\frac{1}{2}$ oz. Oatmeal; 1 oz. Vegetables; Salt, Pepper and Herbs to taste; Water a sufficiency.

SCHEDULE A., PART III.—*continued*.INGREDIENT TABLE—*continued*.

Food.	Weight or Measure (Imperial) of Product.	Ingredients.
Soup, Pea	Per pint	3 oz. Raw Beef, free from bone ; 2 oz. Bones ; 2 oz. Split Peas ; $\frac{1}{2}$ oz. Oatmeal ; 1 oz. Vegetables ; Salt, Pepper and Herbs to taste ; Water a sufficiency.
Suet Pudding	lb.	8 oz. Flour ; 2 oz. Suet (Beef) ; Salt to taste ; Water a sufficiency.
Tea (Adults)	pint	$\frac{3}{10}$ oz. Tea ; $\frac{1}{2}$ oz. Sugar ; 2 fl. oz. Milk ; Water a sufficiency.
„ (Children)	pint	$\frac{3}{10}$ oz. Tea ; $\frac{1}{2}$ oz. Sugar ; $\frac{1}{2}$ pint Milk ; Water a sufficiency.

CIRCULAR.—DIETARIES IN WORKHOUSES.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

October 11th, 1900.

Sir,—I am directed by the Local Government Board to state that they have had under consideration the report of the committee appointed by the president to consider the alterations (if any) required as regards the orders and the practice of the Board with respect to the dietaries for inmates of workhouses and other establishments under the control of boards of guardians, and the preparation and distribution of the food for such inmates, and the provision accounts required to be kept by officers of the guardians.

The Board, after consultation with their medical inspectors, Dr. Downes and Mr. Fuller, have decided to issue an order to give effect to many of the recommendations of that committee.

Copies of the order are enclosed, and it should be noticed that it does not apply to any infirmary or school under administration separate from the workhouse, or to the casual wards of any workhouse.

Whilst one of the main objects sought by the order has been to secure greater uniformity in the nutritive value of the diets prescribed by the dietary tables in force throughout the several poor law unions, the Board have endeavoured to give to boards of guardians a wide discretion in the selection of tables of dietaries appropriate to their respective workhouses.

* * * * *

The guardians are empowered to proceed at once to frame dietary tables, in accordance with the scheduled regulations and in consultation with the medical officer for the workhouse, and to classify the inmates of the workhouse for the purpose ; but the dietary tables so framed will not take effect except from one of the dates above mentioned. [Dec. 25, 1900, or Mar. 25, 1901.]

Before the dietary tables are finally adopted, they are to be referred in their entirety to the medical officer for a written report thereon, and such report is to be considered by the guardians. The function of the medical officer in this matter will be purely advisory, and the final settlement of the tables will rest with the guardians alone. The guardians will probably find it convenient when

framing the tables to consult the master and matron of the workhouse, as the officers responsible for the preparation of the meals, more especially as to the sufficiency of the appliances for cooking the food, and in regard to administrative details generally. The tables, when settled, are to be signed by the presiding chairman and the clerk to the guardians, and copies are to be sent to the Local Government Board for record. The Board's approval of the tables will not, however, be required.

The order provides that, with the exception of the sick, of the children under three years of age, and of certain other special cases, the inmates shall be dieted in accordance with the dietary tables framed and settled as above.

For the adult inmates the dietary tables will be, for each sex respectively, two in number, with certain sub-divisions; one of these, as a general indication and for convenience of reference, is in the order termed "plain diet," while the other, which should be so framed as to be suitable for infirm, but otherwise healthy, inmates, is termed "infirm diet."

Any male inmate certified as a healthy able-bodied person by the medical officer is to receive plain diet only; but, with this exception, and the exception before mentioned of classes and individuals dieted under medical supervision, it will devolve upon the guardians to allocate the dietary of all the inmates.

The guardians are for this purpose required to divide the inmates into classes and sub-classes corresponding to the several divisions and sub-divisions of the dietary tables. A list of the classes and sub-classes will be found in Regulation 1 in Part I. of Schedule A. to the order. Class 1 and class 3 comprise the adult inmates, male and female respectively, on plain diet, and class 2 and class 4 those on infirm diet. Classes 5 and 6 are the children's classes.

It will be observed that the dietary classes for adults are divided into sub-classes. Of these, classes 1A and 3A, and classes 2A and 4A, receive plain diet or infirm diet, in each case supplemented by additional food given as lunch or at such times as the guardians may direct. This additional food is intended to be given to inmates engaged in such occupations as may require it.

The orders at present in force for the government of workhouses provide that the inmates shall be kept employed according to their capacity and ability, and that no inmate shall receive any compensation for his labour. This regulation remains in force, and, in making the allowances of food to persons employed in work, the guardians should be guided solely by the consideration that there is a correspondence between the amount of work performed and the quantity of food required.

The order leaves it to the discretion of the guardians to determine what degree of employment should be regarded as requiring the additional allowance of food, and, in deciding this, the guardians should avail themselves of the advice of the medical officer for the workhouse.

The Board are advised that, for individuals of average physique, the following may be regarded as a general guide for the allocation of dietary according to work or employment:—

Employment.

Class for diet.

An average day's work* with sustained exertion, *e.g.*, corn-grinding, pumping, stone-breaking or crushing, shifting heavy goods, digging, scrubbing, washing, ironing, &c.

1A men, 3A women.

* For a healthy able-bodied man of average weight (150 to 160 lbs.) 300 "foot tons," equivalent to a walk of about 16 miles on the level at the rate of three miles an hour, is usually regarded as the mechanical equivalent of an "average day's work."

Employment.	Class for diet.
Employment without sustained exertion, <i>e.g.</i> , wood-chopping and wood-bundling, hoeing or weeding, sorting light articles, sewing, &c.	1, or 2A, men ; 3, or 4A, women.

The provision in the orders in force for the government of workhouses, whereby guardians are empowered to make extra allowances of food to paupers employed in the household work, is in effect rescinded by the present order.

For the guidance of the officers of the workhouse it will be necessary for the guardians to lay down general rules for the classification of the inmates for the purposes of dietary. It is anticipated that this classification will be materially assisted by the examination of each inmate which the medical officer is by Art. 10 required to make for the purposes of the order. The guardians should, however, give general instructions to the master of the workhouse enabling him to determine temporarily the dietary of a newly admitted inmate pending the examination by the medical officer.

All records and reports made by the medical officer for the above or other purposes of the order are to be entered by him in the medical report book which medical officers of workhouses are required to keep under existing regulations.

The guardians are empowered by Regulation 1 in Part I. of Schedule A. to the order to transfer an inmate, not being a healthy able-bodied man so certified, from one class or sub-class to another for purposes of dietary. The Board think, however, that this power should be used sparingly, and for sufficient reason only.

To enable the guardians to frame the dietary tables, lists of definite rations have been prepared, and are included in Part II. of Schedule A. to the order. They are arranged according to the classes and sub-classes above referred to, and it will be seen that although the choice of rations is a wide one for all classes, it is more extended for the "infirm" and for the children's diets than for the "plain diets." The lists are based upon an examination of a great number of existing dietaries in all parts of England and Wales, and consideration has been given as far as possible to such local peculiarities as have been found to exist. Some of the rations are accordingly designed more especially for adoption in certain localities, though no restriction is imposed as to this.

It has been found that in some workhouses the existing allowances of potatoes and other vegetables are unduly large. Somewhat smaller allowances of these vegetables are included in the lists of rations now issued. The Board are advised that, having regard to local requirements, and to the accustomed food of many inmates of the rural workhouses, it would not be expedient to further reduce the bulk of vegetable food in the ordinary rations. But, where a smaller allowance of potatoes or vegetables is desired, the attention of guardians may be directed to those rations (such as Nos. 50-58 for classes 2 and 2A, 4 and 4A) in which a smaller helping of meat with half the usual allowance of potatoes, etc., supplemented by a small allowance of pudding, is given.

Each ration will constitute a meal, and the guardians should have no difficulty in selecting from the list for each class a weekly rotation of the usual meals daily, together with the additional food to be given, as above stated, on week days to inmates engaged on work requiring it. It is important that the meals should be definitely specified, and alternative rations, except such as the guardians select for issue under Regulation 3 in Part I. of Schedule A. to the order, should, generally, be avoided.

* * * * *

A few limitations are imposed by the "instructions" appended to the lists of rations or embodied in the lists themselves. The intention of these limitations is to promote a general uniformity of practice by various boards of guardians, while leaving them free in detail, or to restrict the undue repetition of certain foods. For example, the allowance of tea, which may be given daily in the "infirm dietary" is for men on "plain diet" restricted to Sundays only.

It will be observed that the "instructions" provide considerable variation of food for each class, and also secure some modifications in connection with the different seasons of the year. The guardians are empowered also to change the dietaries quarterly, if they desire to do so; and in view of the wide variety which may be so provided, it has not appeared to be requisite to provide for the adoption of a fortnightly rotation of meals.

To meet the special need of the more infirm class, which now constitutes so large a proportion of the workhouse population, a considerable choice of stewed or minced foods is included in the list of rations.

Provision is also made for feeble inmates, who by reason of infirmity may be, in the opinion of the medical officer, unable to consume the full amount of rations allotted to them in class 2 or class 4, as the case may be. The guardians may place such inmates on a modification of the ordinary "infirm diet," viz., "2B" or "special infirm diet" for men, and "4B" or "special infirm diet" for women. These special infirm diets are essentially the same as the ordinary "infirm diet," but with reduced bulk of rations. In addition to the three ordinary meals, however, the inmates on "special infirm diet"—classes 2B and 4B—are entitled to receive daily, before bedtime or at such time as the guardians may fix, a small allowance of milk pudding or similar food to break the interval between the usual meals. It is anticipated that, by a judicious use of these special infirm diets, it may be possible to relieve the sick wards of inmates who are not infrequently placed there for purposes of diet rather than for medical or nursing care.

It will probably be found convenient in the provision accounts to charge, as part of the meal preceding, the milk pudding thus issued as an intermediate meal for classes 2B and 4B.

The guardians may be reminded that they are empowered by existing regulations to fix the times and manner for providing the meals of men and women infirm through age or any other cause, and of the younger children. This power is not interfered with by the present order, and it will be competent for the guardians, if they see fit, to subdivide any of the meals for these classes, as well as to fix the times at which they shall be given.

The classes for dietary, as fixed by Regulation 1 in Part I. of Schedule A., are completed by two divisions for children, viz., class 5 for children over three and under eight years of age, and class 6 for children over eight and under sixteen years. For these classes lists of rations are also provided in the schedule to the order, and the weekly rotation of meals for them, including a small allowance to be given as lunch, or at such other time as the guardians may direct, would be selected in the manner described for adults.

The order directs that the food shall be served to the children in accordance with their individual requirements, and the master or matron is held directly responsible for securing that each child is sufficiently fed at each meal. The Board rely upon the exercise of constant care by the guardians and their officers in this matter. Owing to the great difference of individual appetites in the case of children, it should be remembered that, in their dietaries, the prescribed rations represent the average allowance for a group of children, and not the

amount for a particular child. The order requires that the total amount of food allowed for the aggregate number of children shall be sent into their dining-room, to be served to them there in accordance with the appetite of the individual in each case as above mentioned, and that no portion of the total allowance shall be removed from the dining-room until after the conclusion of the children's meal, when any food fit for further use is to be returned into store and duly accounted for.

In order that such unserved food may be properly utilised, it is clearly essential that the dietary shall provide for its speedy use, and the guardians are accordingly enjoined so to arrange their tables of children's dietary that this may be done not later than the day following the original issue of the food. It will be observed that the regulations provide for the service of cold meat rations, and also that certain foods (for example "hashed meat") may, according to the ingredient table, be prepared with cold meat. In connection with this it should be noted that the word "hash," as hitherto used, is now replaced by the term "meat stew."

It will be requisite that the guardians should give special consideration to the provision of meals in cases where children going out to school are unable to return to the workhouse for dinner. The special arrangements to be made in such case must be governed by the local circumstances.

The feeding of young children calls for very careful and often individual management, and the order follows the practice which has hitherto prevailed by requiring that this matter should be entrusted to the medical officer.

He is accordingly required to frame dietaries for the children under three years of age in so many scales as he may deem necessary, and to give in writing the requisite directions for the service of food to them. The master and matron should be careful to supply a copy of these dietaries and directions to each nursery, and to see that the officers in charge of the children duly comply with them. Children under three years of age form class 7 for purposes of dietary.

For the adult inmates the order provides that, if the guardians so direct, a portion of the bread allowance prescribed by any ration may be served in the first instance to each individual; provided, however, that an inmate certified as of unsound mind is to receive the full ration of bread allotted to him by the dietary or the medical officer.

The quantity of bread to be first served is to be definitely fixed by the guardians. It might be a proportion of the ration-allowance, such as one-half, or it might be a fixed weight for each meal. The order places no restriction on the discretion of the guardians as to the service of subsequent portions of bread, but the guardians' directions as to such service should be clearly conveyed to the officers responsible.

In all cases there must be sent into each dining-room the total amount of bread prescribed by the dietary tables for the aggregate number of inmates entitled to the meal; and no portion of such total allowance of bread may be removed until after the conclusion of the meal for which it was issued, when any unserved bread remaining is to be weighed and returned into store to be accounted for.

The right of any inmate to receive the full allowance of bread, or other food allotted to him by the dietary tables, and to require the master or matron to weigh such allowance in accordance with the provision on the point made by existing regulations, remains as at present, and it will be the duty of the master or matron to comply with a request by an individual for the full allowance,

notwithstanding any direction of the guardians as to the service of a portion only of the bread in the first instance.

The allowances of bread in the various rations have been settled on a liberal scale in order that the dietaries may suffice for a wide range of individual appetites. The bread allowance is accordingly in excess of average requirements, and it is essential that the guardians, while providing that each inmate shall be able to obtain sufficient for his needs without difficulty or delay, should be careful to guard against any waste of bread. Wilful waste of bread should be regarded as an offence against discipline, and an inmate would not be justified in habitually demanding his full allowance of bread unless he ordinarily consumed it.

The Board anticipate that guardians and their officers will, by due regulation and supervision of the service of bread, be able to reduce waste to a minimum. They consider also that, by systematic revision of the sick diets and extras at frequent intervals, in accordance with Art. 4 (2) and by continual care on the part of the medical officer in adjusting the feeding of the sick to individual requirements, it should be practicable to avoid the amount of waste which has not infrequently prevailed in the sick wards of workhouses.

The quantities of the various ingredients required to produce a given weight or measure of the composite foods are stated approximately in the ingredient table in Part III. of Schedule A. to the order. It is important, in order to promote uniformity and to facilitate the proper keeping and auditing of the accounts, that the prescribed quantities should not be exceeded.

The Board have consulted the authorities of the National School of Cookery as to the method of preparing the various foods, and they propose to issue, at a later date, detailed instructions based on the report which has been furnished to them on the subject.

[A Manual of Workhouse Cookery has now been issued and can be had from the Secretary of the National Training School of Cookery, 72 to 78, Buckingham Palace Road.]

They desire, however, especially to impress upon the guardians the importance of appointing competent persons to cook the food, and of providing and maintaining adequate apparatus for its preparation.

The efficiency of the arrangements for the service of the food is a matter which should engage the attention of the guardians when framing the dietaries, and also of the visiting committee when personally inspecting the workhouse. Proper means of conveying food to the different wards in a hot state should be provided, and care should be taken that it is properly carved and distributed without delay.

The Board consider also that there should be provided in the kitchen of each workhouse accurate weights and scales, and measures, together with a "Kitchen Book," in which the cook, after duly checking the same, should enter the weights or measures of all articles issued from store for the preparation of the meals. In this book should be entered also a record of all surplus fat or dripping saved and returned to store for further use.

The sale of usable fat should be forbidden by the guardians as being an indication of wasteful management.

Examples of contracts for food which have been furnished to the Board indicate that, in some cases, greater care in the framing of these is requisite, both in the interests of the inmates and of the ratepayers. The kind and quality of the article should be stated as precisely as possible in definite terms, and should be adapted to the particular use for which it is required. In the case of

meat, for example, a proper distinction should be made between the kinds suitable for soups or stews on the one hand, or for roasting or boiling on the other.

The feeding of the sick will remain, as heretofore, the duty of the medical officer of the workhouse, and the medical officer will be required to frame suitable scales of sick diets accordingly.

It has not infrequently been found that the sick diets prescribed hitherto have lacked variety, and the Board have therefore included in the order a new form, "Form B." in Schedule B. to the order, to replace the form at present in use. According to this new form, it will be the duty of the medical officer to set out the meals for each day of the week.

The scales of sick diets are to be numbered from class No. 8 consecutively, in order that they may be clearly distinguished from the scales (classes numbered 1 to 6) framed by the guardians for the inmates in health, and the scales (class numbered 7) prepared by the medical officer for the children under three. But the medical officer may introduce into his scales for the sick such of the ordinary dietaries (classes numbered 1 to 7) as he may deem suitable for any class of sick; but in that case any diet so introduced is, for purposes of account, to be re-numbered in the scale for the sick.

The medical officer may also order as "extras" any special articles of food or stimulant which he may consider to be necessary for any sick inmate. In regard to such extra allowances, it should be clearly understood that, if a sick inmate is wholly dieted on "extras," the master of the workhouse is not authorised, without written direction from the medical officer, to issue one of the set diets in addition. Want of due appreciation of this fact has been the cause of considerable waste in some cases in the past.

An important provision of the new order, which should also tend to prevent waste, is that the medical officer must, in future, revise once at least in every four weeks all sick diets and extras ordered by him, and no allowance of alcoholic stimulant to the sick may be continued for more than eight days without renewal by the medical officer. These regulations should ensure a closer attention to the feeding of the sick, and should restrict the waste due to indefinite issues of expensive extras continued after the original necessity for them has ceased to exist.

The medical officer should be careful to specify the ingredients to be used for the preparation of the foods for the sick, and he should, as far as practicable, adhere to the forms in the ingredient table of the order.

The order provides that, in a case of urgent necessity, the nurse in charge of a sick inmate may obtain from the master of the workhouse any food or stimulant which may be required, without waiting for the arrival of the medical officer; but the nurse is required to show the medical officer at his next visit the counterfoil of the requisition in order that he may endorse the same and give any directions in the matter. When the circumstances permit, the "Statim Requisition," as it is briefly termed, should be countersigned by the superintendent nurse. Power is likewise given to the master to provide certain specified foods in substitution for the ordinary dinner-ration to any inmate who is temporarily indisposed; and, as in the previous case, it will be the duty of the master in such circumstances to show the record of the same to the medical officer at his next visit, in order that the medical officer's attention may be drawn to the inmate, and that he may give such directions as may appear to him to be necessary.

Milk must necessarily form an important part of the dietary both of the young and of the sick and infirm, and the medical officer should pay especial

attention to the quality of the milk supplied to the workhouse, and should give such directions for its sterilisation as he may deem requisite.

Art. 7 of the order provides that the medical officer shall give special directions as to the diet of individuals of certain classes of inmates requiring medical supervision of a general kind, viz., persons of unsound mind, women who are advanced in pregnancy or are suckling, and young children, if he considers that the scales of dietary which would otherwise apply are not suitable for the individual in any case. He may also place on special diet any individual inmate until the next meeting of the guardians, whose directions in the case would then be taken. He may further under Art. 9 certify that a temporary change of diet is requisite to the health of the inmates generally or of any class or classes of them, and in such case the guardians may temporarily change the diet accordingly. It should be understood, however, that this course would only be justified by some exceptional condition of things, such as an outbreak of sickness, or in some other case of emergency.

It has hitherto been a general practice to diet the inmates of unsound mind with the infirm, and doubtless the guardians, with the advice of the medical officer, who will still retain his responsibility in this matter under existing regulations as well as under Art. 7 of the present order, will generally continue this system. It may, however, be found desirable that the medical officer should determine the amount of the bread ration to be issued to the imbeciles in lieu of that to which they would be entitled by the ordinary "infirm diet." It has already been pointed out that this is in excess of ordinary requirements.

Art. 8 of the order regulates the issue of alcoholic stimulants to inmates, other than the sick in the sick wards. No such issue is to be made unless the medical officer recommends it on grounds of health and states his reasons in writing. In such a case the guardians may, if they see fit, allow the same; but no allowance so made may be continued for more than twenty-eight days unless it be formally renewed in like manner.

The scales of dietaries are to be hung up by the master in the dining-hall and day rooms of the workhouse, and the sick dietaries are to be similarly displayed in the sick wards.

If the guardians at any time desire to substitute other tables in place of those which they frame under the order, the same course of procedure as with the original tables is to be followed, and it will be observed that no table so substituted can take effect except upon one of the usual quarter days. This provision is intended to prevent the inconvenience as regards accounts which would attend the introduction of changes at any other period. Provision has been made, as above stated, for any emergency sufficient to require an immediate alteration during a quarterly period.

In order to provide an account of bread and other provisions returned into store in accordance with regulations 4, 5 and 6, in Part I. of Schedule A. to the order, forms of record and account (Forms G. and H. in Schedule B.) are provided to show the daily issues and returns of provisions, together with the net daily issue of the same. The total net issue for the week is to be carried to the "Provisions Receipt and Consumption Account" prescribed by the existing regulations. The master is also to keep, in such form as the guardians may direct, an account of the diets supplied.

In connection with the provision in the order that so much of any existing order as may be inconsistent with the new regulations is rescinded, it should be observed that it will be requisite to make such alterations as may be necessary in the numbers in the column headed "Class for Diet" in the "Admission and

Discharge Book" prescribed by existing regulations. As regards "The Provisions Receipt and Consumption Account" prescribed by the existing regulations, the totals to be carried to the account will be the totals at the foot of the "Weekly Net Provisions Issued from Stores Account" (form H in the present order) instead of those at the foot of the "Weekly Provisions Consumption Account," as at present.

The Board do not propose to make any further alteration at present in the existing system of accounts, as they deem it advisable to watch the practical working of the present order before coming to a decision on this subject. At a convenient opportunity they propose, however, to issue regulations to amend the existing form of medical relief book. The Board anticipate that by the greater uniformity which will be secured in the practice of the different workhouses under the new regulations, the audit of the accounts will be considerably facilitated.

The committee above referred to expressed the opinion that a much more effective check can be kept on the stores in those cases where the guardians employ a storekeeper. The Board concurs in this view, and think that, as regards the larger workhouses, the employment of a storekeeper is desirable.

I am directed to add that the order and this circular letter will be placed on sale, so that further copies may, if required, be purchased from Messrs. Eyre and Spottiswoode, East Harding Street, Fleet Street, E.C., either directly or through any bookseller.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,
Secretary.

The Clerk to the Guardians.
(30 *Rep. L. G. Bd.*, 1900-1, p. 62.)

MEMORANDUM AS TO THE WORKHOUSE REGULATION (DIETARIES AND ACCOUNTS) ORDER.

(*Sent to Boards of Guardians, February 8th, 1901.*)

(1.) This order was issued, after inquiry by a committee, to meet complaints which had reached the Board upon the following points, amongst others:—

- (a.) The great waste of bread in workhouses;
- (b.) The unnecessary monotony of workhouse diet;
- (c.) The unsatisfactory feeding of children under a system of fixed rations without regard to variation of appetite;
- (d.) The complicated procedure and protracted correspondence with the Board involved in any deviation from a dietary once fixed.

(2.) A study of the order will show that these points have been very largely met. The experience of guardians will tell them that with careful administration much bread can be saved under the new system of serving in portions and returning the *unserved* residue into store; a certain measure of variety in diet will become uniformly established in workhouses; the children will be fed in accordance with their individual appetites; and the guardians will be able to vary their dietary tables, so long as they keep within the wide choice given by the order, without the necessity for reference to the Board.

(3.) Requests have reached the Board from some boards of guardians that the order should be made optional until otherwise directed. Considering, however, the advantages which should accrue to both guardians and inmates from the amendments mentioned above, the Board cannot consent to accede to these requests.

(4.) It appears to the Board that any initial trouble which may be involved in framing, in accordance with the order, dietaries suitable to local requirements will be well repaid if the advantages contemplated by the order are to any large extent attained. In this connection, while it must be clearly understood that the specimen dietaries sent with the circular which accompanied the order were issued merely as examples, the Board would point out that it would be competent for any board of guardians, who desire further time before finally fixing their dietary tables, to adopt for the present one of these specimen tables, with such modifications, if any, as local requirements may necessitate, and the order permits.

(5.) It has been represented that the new dietaries will involve increased cost without corresponding benefits to the inmates. The question of cost, however, was carefully considered in drawing up the lists of rations, and the majority of the rations, both in kind and quantity, closely approximate to rations that have been actually in use for considerable periods in the workhouses of England and Wales. Guardians desirous of continuing to proceed on the lines of any satisfactory dietary at present in use should not find it difficult to select from the prescribed list of rations a very similar dietary at an equivalent cost. In considering the question of net cost it should not be forgotten that considerable saving should arise in respect of bread returned into store, from the more efficient system of revision of sick diets and alcoholic allowances, and in other ways.

(6.) Some boards of guardians appear to be under the impression that the issue of the extra meals authorised by the order is obligatory, and that any inmate, if employed in any way, would be able to claim the extra allowance. This, however, is not so. The guardians will have an entire discretion in the matter. In the circular which accompanied the order the Board pointed out that in making allowances of food to persons employed in work the guardians should be guided solely by the consideration that there is a correspondence between the amount of work performed and the quantity of food required. They added that "the order leaves it to the discretion of the guardians to determine what degree of employment should be regarded as requiring the additional allowance of food, and in deciding this, the guardians should avail themselves of the advice of the medical officer of the workhouse."

(7.) As regards the benefits to inmates, certain of these have already been specified. In addition, it may be pointed out that an important feature in the order is the wide power given to guardians to classify inmates in the matter of diet. A due use of these powers will meet the cases, both of those inmates whose age renders it desirable that their meals should be more frequent, and of those whose continued exertions necessitate a slightly fuller diet; the inmates will also derive from the order advantages, such as a prescribed minimum of meat per week, and a variation of food according to season.

(8.) It has been asserted that the children will not have as much nourishing food (especially milk) under the order as they have at present. The Board would, however, point out that the amount of milk which the children will have will depend upon the selection made by the guardians from the list of diets, and may reach a maximum of one and a half pints daily for children between 3 and 8, and two pints for older children, an amount in excess of what has been found to be amply sufficient in cottage homes, where the children are fed according to appetite.

(9.) The division of children into classes has been represented to be not so satisfactory under the new as under existing regulations, but in this connection

the attention of the guardians is particularly called to the first two paragraphs of p. 5 of the circular accompanying the order. [See two last paragraphs of p. 519.]

(10.) The applicability of the order to scattered homes for children has been questioned, but it is not intended that the order should apply generally to homes of this class. It has been the Board's practice to assent to the prescription for such homes of a maximum weekly scale of allowances on the principle long since adopted in district and separate schools of the cottage home type, and the Board will be prepared, as heretofore, to consider applications for such assent in cases where the guardians so desire.

(11.) With respect to representations that the new order will create difficulty in the administration of the smaller workhouses, the guardians are referred to the almost complete power of classification for the purposes of diet which is accorded them by Regulation 1 on p. 6 of the order. [See p. 501.] This should facilitate rather than complicate the arrangements for feeding the inmates.

(12.) In some instances it has been urged that the existing dietary tables should continue in force on the ground that they have been comparatively recently adopted; but regard being had to the considerations referred to in this memorandum, the Board are not prepared to assent to a departure in such cases from the requirements of the new order.

LOCAL GOVERNMENT BOARD,
February, 1901.

(31 Rep. L. G. Bd., 1901-2, p. 6.)

SPECIMEN SCALE OF FOOD-ALLOWANCES PER CHILD PER WEEK—MAXIMUM.
(Unofficial.)

Article.	Oz.
Bread, or - - - - -	112
Flour - - - - -	84
Oatmeal - - - - -	4
Flour - - - - -	12
Rice (or Sago, Tapioca, Hominy, Semolina, Macaroni, or Barley) - -	3
Peas (or Haricot Beans, or Lentils) - - - - -	2
Potatoes - - - - -	42
Vegetables - - - - -	14
*Meat—uncooked and reckoned free from bone - - - - -	20
Bacon - - - - -	2
Suet - - - - -	2
†Milk - - - - -	140
Butter (or Margarine) - - - - -	3½
Egg - - - - -	(1 Egg)
Sugar - - - - -	7
Cocoa - - - - -	3
Tea - - - - -	½
Jam or Marmalade - - - - -	4
Treacle - - - - -	4
Fruit in season - - - - -	4
Currants or Raisins - - - - -	2
Baking Powder, Yeast, Salt, Pepper, Vinegar, Spice, Carraway Seeds }	As re- quired.

* For a portion of this meat allowance not exceeding 5 oz., wet or dry fish to the extent of 10 oz., trimmed for cooking, may be substituted.

† For Children over 10 years of age the following to be substituted :—
Milk - 70 oz. ; new, unskimmed and undiluted.
Cheese, 8 oz.
Bacon, 4 oz.

GENERAL ORDER.—POOR LAW CONFERENCES.

(Rescinding previous Orders.)

[FEBRUARY 26TH, 1903.]

To the Guardians of the Poor of the several poor law unions in
England and Wales;—

And to all others whom it may concern.

Whereas by s. 2 of the Poor Law Conferences Act, 1883, it is enacted as [46 Vict. c. 11.] follows:—

“The guardians of any union may, when empowered by and subject to any regulations made by the Local Government Board (which regulations the said Board is hereby authorised from time to time to make, vary or rescind), pay the reasonable expenses of any guardian or guardians, or clerk to the guardians, incurred in attending any conference of guardians held for the purpose of discussing any matter which is connected with the duties which devolve on them, and any reasonable expenses incurred in purchasing reports of the proceedings of any such conference, and may charge the amount to their common fund, or, if they have no common fund, to the fund under their control.”

And whereas by a general order dated the 17th day of September, 1883, as amended by a general order dated the 21st day of April, 1902, we, the Local Government Board, empowered the guardians of the poor of the several poor law unions in England and Wales to pay the reasonable expenses incurred in attending any such conference as is mentioned in the said section, and in purchasing reports of the proceedings of any such conference, subject to the regulations set forth in the said general orders;

And whereas it is expedient that other provision should be made in the matter as hereinafter mentioned:

Now therefore, in pursuance of our powers in that behalf, we do hereby rescind the said general orders, dated respectively the seventeenth day of September, one thousand eight hundred and eighty-three, and the twenty-first day of April, one thousand nine hundred and two; and do hereby empower the guardians of the poor of the several poor law unions in England and Wales to pay the reasonable expenses incurred in attending any such conference as is mentioned in the said section, and in purchasing reports of the proceedings of any such conference, subject to the following regulations:—

Art. 1.—The expenses incurred by the guardians of any union in respect of the attendance of their representatives at a conference shall only be paid in respect of such attendance at the

central conference held in London, or at a conference convened for a district including that union.

Art. 2.—The attendance at any conference of a guardian or guardians, or of the clerk to the guardians, of any union, shall be expressly authorised by a resolution passed at a meeting of the guardians of that union, a written or printed notice that the proposal is to be considered at that meeting having been sent, by post or otherwise, to each guardian not less than four days prior to the date of the meeting; and where the attendance of more than one guardian is authorised, the number of guardians authorised to attend shall be specified in the resolution.

Art. 3.—The maximum number of guardians authorised to attend the central conference held in London shall be two for each union, and the maximum number of guardians authorised to attend any conference convened for a district shall be three for each union included in the district.

Art. 4.—The number of copies which may be purchased by the guardians of any union of the report of the proceedings of the central conference, or of any conference convened for a district including that union, shall be such as the guardians of the union may, by resolution, determine.

Art. 5.—This order may be cited as “The Poor Law Conferences Order, 1903.”

Given under the seal of office of the Local Government Board,
this twenty-sixth day of February, in the year one
thousand nine hundred and three.

(L. S.)

WALTER H. LONG,
President.

S. B. PROVIS,
Secretary.

In their letter accompanying the Poor Law Conferences Order of September 17th, 1883 (which is rescinded by the foregoing order) the Board express the opinion that the sum which should be allowed in respect of an attendance at a conference, in addition to the actual travelling expenses, should not exceed the following scale for each person, viz.:

Seven shillings and sixpence per day when not absent from home at night; and

Fifteen shillings per day when absence from home at night is necessary.

(13 Rep. L. G. Bd., 1883-4, p. 97.)

GENERAL ORDER.—ALTERING REGULATIONS AS
TO SECURITY FOR TREASURER, ORDERS ON
TREASURER, AND THE SIGNING OF RECEIPTS
OR ENDORSEMENT OF CHEQUES.

[NOVEMBER 28TH, 1903.]

To the Boards of Guardians of the several poor law unions in
England and Wales ;—

To the Joint Committees of the Guardians of poor law unions combined in pur- 42 Vict. c. 12.
suance of section 8 of the Poor Law Act, 1879 ;—

To the Boards of Management of the several district schools formed under the 7 & 8 Vict.
Poor Law Amendment Act, 1844, and the Acts amending the same ;— c. 101.

To the Boards of Management of the several asylum districts formed under the
Metropolitan Poor Act, 1867, other than the board of management of the 30 Vict. c. 6.
metropolitan asylum district ;—

And to all others whom it may concern.

Whereas by divers general and other orders made by the Poor Law Commis-
sioners, or the Poor Law Board, or by us, the Local Government Board, pro-
vision is made for the appointment of a treasurer by each board of guardians of
a poor law union in England and Wales, by each joint committee of the
guardians of combined poor law unions, by each board of management of a
district school formed under the Poor Law Amendment Act, 1844, and the Acts
amending the same, and by each board of management of an asylum district
formed under the Metropolitan Poor Act, 1867 ;

And whereas by the said orders provision is made with respect to the form of
the orders to be drawn upon the treasurer for the payment of money ;

[See Art. 84 of the Consolidated General Order, and notes, p. 38.]

And whereas it is expedient that the provisions with regard to the matters
herein-before mentioned should be amended, and that other provisions should
be made as herein-after appearing :

Now therefore, in pursuance of the powers given to us by the
statutes in that behalf, we do hereby order as follows :—

Art. 1.—In this order the expression “ the poor law authority ”
means the board of guardians of any poor law union in England
and Wales, a joint committee of the guardians of any poor law
unions combined in pursuance of s. 8 of the Poor Law Act, 1879,
the board of management of any district school formed under
the Poor Law Amendment Act, 1844, and the Acts amending the
same, or the board of management of any asylum district formed

under the Metropolitan Poor Act, 1867, other than the board of management of the metropolitan asylum district.

Art. 2.—In any case in which the poor law authority appoint or have appointed as their treasurer a person who is—

- (a.) a member of a partnership firm or a director of a joint stock company carrying on the business of banking, or
- (b.) a person in the service or employment of any other person or of any partnership firm or joint stock company carrying on the business of banking,

the poor law authority may accept as the security for the good conduct of the person so appointed their treasurer,—

- (a.) In the case of a member of a partnership firm, or of a director of a joint stock company as aforesaid, any such suitable and sufficient guarantee as the partnership firm or company can lawfully give, or
- (b.) in the case of a person in the service or employment of any other person, or of any partnership firm or joint stock company as aforesaid, any such suitable and sufficient guarantee as the other person, partnership firm, or company can lawfully give.

Art. 3.—(1.) Every order issued by the Poor Law Commissioners, the Poor Law Board, or by us, prescribing a form of order to be drawn by the poor law authority upon their treasurer for the payment of money shall, where the poor law authority by a resolution so determine, have effect as if any request that an order drawn upon the treasurer may be presented to the treasurer at his house, were omitted from the said form.

(2.) In other respects the form of order to be drawn by the poor law authority upon their treasurer, and the provisions of any order prescribing or referring to the said form or the use thereof, shall be subject to such departure or alteration as in the circumstances of any particular case we may from time to time approve or direct.

Art. 4.—(1.) Where the treasurer of the poor law authority is a banker, or a person in the service or employment of a banker, and the poor law authority consent, any person in the service or employment of the treasurer in his capacity of banker, and any other person in the service or employment of the banker in whose service or employment the treasurer is, may, on behalf of the treasurer, in any establishment wherein the banking business is carried on, give a receipt for money paid to the treasurer, or endorse any cheque or order payable to the order of the treasurer.

(2.) Where the treasurer of the poor law authority is not a

banker, or a person in the service or employment of a banker, and the poor law authority consent, the treasurer may entrust to some person, whose name, address, and description the treasurer has previously communicated in writing to the poor law authority, such of the duties of the office of treasurer (including the duties of signing any receipt required to be signed by the treasurer, and the endorsement of any cheque or order payable to the order of the treasurer) as the treasurer may be unable, for the time being, to perform by reason of absence, or other hindrance to his personal discharge of the duties of his office :

Provided that nothing in this sub-division shall apply to any case in which the poor law authority are empowered to appoint a fit person to act as a temporary substitute, or in any way affect, impair, or derogate from the power of the poor law authority to make any such appointment ; and that power may be exercised in the same manner as if this order had not been made.

(3.) Before the treasurer of the poor law authority and the poor law authority act in pursuance of sub-division 1 or sub-division 2 :—

(a.) The treasurer shall furnish the poor law authority with a sufficient undertaking binding him for all purposes incidental to, connected with, or consequent upon his relations with the poor law authority, or his duties under the provisions of the Acts relating to the relief of the poor, or of any rules, orders or regulations made thereunder, or his liability in pursuance of the aforesaid provisions or otherwise to account to the poor law authority or the district auditor, to accept and discharge the obligation of indemnifying the poor law authority in respect of any loss caused by or arising out of the acts or defaults of any person employed to exercise or perform any powers or duties of the treasurer in pursuance of sub-division 1 or sub-division 2 as the case may be ; and

(b.) The poor law authority shall satisfy themselves that the bond or other security already given by the treasurer for his good conduct, or, if that bond or security be insufficient, that a fresh bond or security to be forthwith given by him, will have effect as a sufficient guarantee that the poor law authority shall be fully secured against loss caused by or arising out of the acts or defaults of any person employed to exercise or perform any powers or duties of the treasurer in pursuance of sub-division 1 or sub-division 2, as the case may be.

(4.) In this article the expression “ banker ” means a person, or

a member of a partnership firm, or the director of a joint stock company, carrying on the business of banking.

Given under the seal of office of the Local Government Board,
this twenty-eighth day of November, in the year one
thousand nine hundred and three.

(L. S.)

WALTER H. LONG,
President.

S. B. PROVIS,
Secretary.

SELECTION OF CIRCULARS, MINUTES AND MEMORANDA ISSUED BY THE POOR LAW BOARD, AND THE LOCAL GOVERNMENT BOARD, 1870 TO 1905, AND REFERRED TO IN THE FOREGOING PAGES.

THE BATHING OF INSANE PAUPERS.

REGULATIONS FRAMED BY THE COMMISSIONERS IN LUNACY FOR THE GUID-
ANCE OF THE ATTENDANTS, AND RECOMMENDED BY THE POOR LAW
BOARD IN THEIR CIRCULAR LETTER OF MARCH 21ST, 1870.

1. Every patient to be bathed immediately after admission, and once a week afterwards, unless exempted by medical order. Should there be the slightest doubt as to the advisability of bathing any patient owing to sickness, feebleness or excitement, immediate reference to be made to the medical officer.

2. The name of every patient not having the customary bath to be reported to the medical officer.

3. In preparing a bath, *the COLD water is always to be turned on first.*

4. Before the patient enters the bath the temperature is to be ascertained by the thermometer, and is not to be less than 88 degrees, nor above 98 degrees. In case of the thermometer becoming inefficient from injury, etc., all bathing operations to be suspended until another be obtained.

5. Not more than one patient to be bathed in the same water.

6. *Under no circumstances whatever* are two patients to occupy the bath at the same time.

7. During the employment of the bath the room is never to be left without an attendant. At all other times the door is to remain locked, and the floor to be kept dry.

8. *Under no pretence whatever* is the patient's head to be put under water.

9. In the bath the body of each patient is to be well cleansed with soap. After coming out of the bath especial care must be taken to dry those patients who are feeble and helpless, and to clothe them as rapidly as possible.

10. The keys are never to remain on the bath taps, nor are they to be employed by patients. When not in use they are to be locked in the attendants' room.

11. Any marks, bruises, wounds, sores, local pain, evidences of disease of any kind, complained of by the patients or noticed by the attendant during any of the bathing operations, to be immediately reported to the medical officer.

12. Any deficiency in the supply of warm water, soap, towels, etc., to be reported to the medical officer.

13. The attendants are to bear in mind that, except under medical order, the baths are to be employed solely for the purposes of cleanliness.

14. Neither the cold nor the shower bath is ever to be employed except under medical order, and then only in presence of one of the officers. When not in use the door of the latter is to remain locked, and the key to be kept in the attendants' room.

15. It is the duty of the head attendant to be present at all baths employed under medical order, and to take care that the duration does not exceed the time specified in such order. He is also to supervise the whole of the ordinary bathing operations, to ascertain that the rules are rigidly carried out, and to report to the medical superintendent every infringement that may come to his knowledge.

GUARDIANS: COST OF TRAVELLING AND REFRESHMENTS.

POOR LAW BOARD,
WHITEHALL, S.W.,
July 21st, 1871.

SIR,—The Poor Law Board have had under their consideration several communications, which have been recently addressed to them, relative to the legal right of the guardians to take credit in their accounts for the travelling expenses incurred by them in discharge of their duties, and also for the cost of the refreshments required by them whilst so engaged.

The attention of the Board has from time to time, for many years past, been directed to this question, in consequence of the disallowance, by auditors, of items under these heads in the accounts of the guardians of certain unions and parishes; and in dealing with the question the Board have always endeavoured to discriminate between those cases where the expenditure has been incurred by the guardians in the discharge of their ordinary duties, and those where it has been incurred by the guardians in the discharge of extraordinary duties, or in visiting establishments at a distance from their ordinary place of meeting.

Where the expenditure has been incurred by the guardians in the discharge of their ordinary duties, the Board have invariably felt bound to point out that the poor rate cannot be legally charged with any expenses incurred by the guardians, either for travelling or for refreshments.

Where, however, the guardians have been engaged in extraordinary duties or in visiting distant establishments, the Board have generally considered that the reasonable expenses of travelling actually and *bonâ fide* incurred might legally be reimbursed, and also that a moderate allowance might be sanctioned for necessary refreshments.

With respect to the amount to be allowed for the expenses of travelling, in cases where such expenses are a legal charge upon the rates, the Board think it right to state that the guardians are entitled to fair and reasonable allowances. What they should be, in all cases, cannot be stated, but the Board must make one remark (as the point has sometimes occurred), that they do not consider that the guardians would be justified in hiring a carriage specially for a journey, if there was a suitable public conveyance available for the purpose at a less cost. The Board, however, feel assured that the guardians will be anxious to use all due economy in those cases where they travel at the cost of the ratepayers.

As regards refreshments, in the same class of cases, the experience of the

Board shows that, if the amount actually expended were allowed, questions as to the scale of proper expenditure would be certain to arise, which would place the guardians in a false position, and lead to painful controversies between them and the ratepayers; and it has been suggested that, with a view of preventing these evils, and of avoiding a conflict between the guardians and the auditor, a fixed scale of allowance for refreshments should be laid down by the Board.

The Board, after a most careful consideration of the whole subject, have found it impracticable to frame a scale which would be applicable to every case, as the period of absence must necessarily be longer on some occasions than on others, owing to the greater distance to be travelled or the nature of the duties to be performed. If, however, in any union the guardians should be able to frame a general scale of allowance, it may be submitted for the consideration of the Board. [See note to Poor Law Conferences Order, February 26th, 1903, at p. 528.]

If such a scale be adopted, there will probably still be exceptional cases, in which members of the Board of Guardians may have to travel considerable distances, or where the visits may necessarily involve a prolonged absence from home. It will rest with the auditor, having regard to the special circumstances of each case, to determine whether an additional allowance may not properly be made. The Board think it right to add that, in their opinion, the poor rate should only be charged in respect of the visits referred to with the expenses of those guardians whose express duty it is to make them, or who are specially authorised to do so by a resolution of the guardians.

The guardians must also remember that they are not justified in authorising a greater number of guardians to undertake any visit than the necessity of the case will reasonably support, and as to the reasonableness of the number so appointed the auditor must determine. At the same time they must not overlook the provisions which the Board have recently made on the subject of deputations, in their general orders dated the 27th of June, 1870, and the 2nd of January, 1871. [See p. 17.]

In conclusion, the Board direct me to state that, although the foregoing observations expressly refer to the guardians of unions and parishes only, the Board intend that they should apply to committees of the guardians appointed for any purpose, and to the managers of school and asylum districts, whenever the school or asylum is beyond the district to which it belongs.

I am, Sir,

Your obedient Servant,

JOHN T. HIBBERT.

Secretary.

To the Clerk to the Guardians.

DANGER FROM FIRE IN WORKHOUSES.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

March 14th, 1882.

SIR,—I am directed by the Local Government Board to state that their attention has been drawn by their inspectors to the want of appliances in poor law institutions for meeting any outbreak of fire, or ensuring the safety of the inmates.

The Board do not refer to the means that might be necessary to cope with a

large fire, but to the necessity that exists in all poor law institutions for having some ready means always at hand of dealing with an outbreak of fire in its earliest stage, and of aiding the escape of the inmates from the buildings. The Board think it right, therefore, to point out a few simple precautions which, in their opinion, should be adopted in connection with this matter.

It is desirable that the guardians should require a frequent inspection of the premises to be made by the master, superintendent, or other responsible officer for the special purpose of seeing that no collections of paper, chopped wood, rags, straw, or other combustible substances are allowed in dangerous positions, such as in cupboards, closets, or cellars, or under stairs, or in close proximity to buildings; to ascertain that the various chimney flues are duly swept, and that no accumulations of soot take place in them, and that the flues themselves are not likely to become overheated so as to endanger the building; also to see that the various appliances are in their proper places, and that the tanks and cisterns are kept supplied with water, and that the means of communication between the wards occupied by the inmates and the apartments of the chief officers are in working order. A report of this inspection should be made to the guardians at their first meeting in each month, or such other regular period as may be convenient.

For the purpose of giving notice of an outbreak of fire, it is important that every distinct part of the building, whether detached or not, should have proper means of communication, either directly or indirectly, with the chief officer's apartments, and for this object efficient bell communication should be supplied.

With reference to the appliances for extinguishing fire, it is of the utmost importance that at every workhouse and poor law institution each distinct building occupied by inmates should possess some handy fire-extinguishing apparatus. The most simple means for this object is to have several buckets kept, for the sole purpose, always charged with water on each floor and ready for instant application. These buckets may further be most usefully supplemented by a small hand pump, such as is used by the Metropolitan and other fire brigades. It is very portable, and can be worked by one man or woman without previous training; it occupies but little space, is inexpensive, and effectual.

Portable chemical fire engines or extincteurs would be found useful in large institutions, where they could be placed under the charge of responsible paid officers, who should be fully instructed as to their use, and they should be kept in some conspicuous position easily accessible by the officers trained to use them.

In large buildings, and where the supply of water is sufficient, a system of main pipes and hydrants may with advantage be provided and arranged so that hose pipes fitted with nozzles may be fixed in a few moments, thus allowing a powerful jet of water to be thrown on to any part of the interior or exterior of each of the blocks of building. Where there is not a sufficient head of water to give the required pressure, a small manual fire engine drawing its supply from a well, tank or stream would be useful.

With reference to the means of exit for the inmates in case of fire or of alarm of fire, the buildings should be carefully examined with a view to ascertain the best way of rapidly removing the inmates of each block or ward should the necessity arise.

Amongst the various appliances for aiding persons to escape from a building when on fire and the ordinary means of exit are cut off, the following may be referred to :—

The usual fire escape or ladder, with wire and canvas shoot behind it, the whole being mounted on a carriage and wheels.

Ladders in short lengths fitting into each other, which should be kept in convenient and accessible places.

Jumping sheets. When these are resorted to a specially-made stout canvas sheet, 10 feet square, bound with strong rope, and fitted with handles of the same material at intervals of 1 foot apart and all round it, and strengthened by strips of canvas or webbing underneath, would be found most valuable, and might be used with considerable safety if held tightly by ten or a dozen men, and a bed, truss of hay, or other soft substance be placed beneath it.

Stout knotted lines. These if kept on each floor or landing may also be the means of saving life.

Whatever form of apparatus is supplied to any building for fire prevention, or for fire extinguishing, or for aiding the escape of inmates of a building on fire, it is requisite that constant care should be taken to have the apparatus preserved in order, so as to be fit for immediate use.

I am directed to request that the foregoing remarks may receive the attention of the guardians, and it would be satisfactory to the Board to be informed of the steps which the guardians have taken to ensure the safety of the workhouse and its inmates in the event of an outbreak of fire.

I am, Sir,

Your obedient Servant,

JOHN LAMBERT,

Secretary.

[See also the letter of February 12th, 1891, addressed to the general inspectors, p. 544, and the Memorandum as to Fire Precautions in Vagrant Wards, December 2nd, 1893, p. 290]

To the Clerk to the Guardians.

PAUPER INTERMENTS.

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,

May 22nd, 1882.

SIR,—I am directed by the Local Government Board to draw the attention of the guardians to the subject of the arrangements for the disposition and burial of the bodies of poor persons dying in workhouses. Cases have recently been brought under the notice of the Board where, in consequence of the defective nature of these arrangements and of the want of proper supervision on the part of the workhouse officers, unfortunate mistakes have occurred, resulting in the burial of the body of a pauper under a wrong name, in the interment taking place elsewhere than in the appropriate cemetery, or in the performance of a burial service over a coffin not containing a body.

It is scarcely necessary to point out that mistakes, such as these, are calculated not only to wound the feelings of the relatives of the deceased, but to occasion public scandal, and the Board are extremely desirous that all necessary precautions should be taken to prevent their recurrence.

In the first place, the deadhouse or mortuary, in which the bodies of persons dying in the workhouse or infirmary are deposited previously to interment, should be devoted exclusively to the purpose for which it is designed, and it should never be placed under the care of pauper inmates, without frequent and systematic supervision. It appears to the Board that the proper disposition of

the bodies as well as the necessary arrangements for their decent interment in the churchyard or cemetery, should be under the immediate direction of the master of the workhouse. Moreover, it is desirable that shells should be provided for the bodies until coffins are ready for their reception.

In order that there may be no mistake as to identity, there should be affixed to the shroud, immediately after the laying out of the body, two legibly written tickets each bearing the names of the deceased, the one to be placed on the outside of the coffin and the other to remain attached to the shroud. Moreover, the Board are of opinion that each body after it is placed in the coffin, but before the coffin is closed, should be inspected by the master of the workhouse, accompanied by the nurse or other subordinate officer who knew the deceased person when living, and who should be able to identify the body. If the master be prevented by unavoidable circumstances from doing this, the duty would devolve upon the assistant master or other responsible officer of the workhouse.

Further, care should be taken that a proper coffin plate, giving the names, age, and date of the death of the deceased, should be affixed to the lid of each coffin before it is closed, and this plate ought not under any circumstances to be removed. When a proper coffin plate cannot be conveniently provided, the particulars referred to may be inscribed in suitable letters on the coffin itself.

Whilst the above precautions seem proper in all cases, they are especially needful in workhouses of considerable size, where it frequently happens that several bodies are in the mortuary at the same time awaiting interment, and where therefore unless due care is taken confusion is liable to occur.

The Board have thought it right to offer these suggestions in preference to prescribing regulations upon this subject; and they trust that, should any other safeguards against mistakes occur to the guardians, they may be at once adopted.

It will doubtless appear to the guardians desirable that the visiting committee should from time to time ascertain by inquiry whether the arrangements contemplated by this circular are duly observed.

In conclusion, the Board would remind the guardians of unions from whence the unclaimed bodies of paupers dying in the workhouse are sent to a hospital or medical school that the provisions of the Anatomy Act should in all such cases be most strictly complied with. [2 & 3 Will. 4, c. 75, and 34 Vict. c. 16.]

I am, Sir,

Your obedient Servant,

JOHN LAMBERT,

To the Clerk to the Guardians.

Secretary.

GRANTS IN RESPECT OF TEACHERS AND ASSISTANT TEACHERS IN WORKHOUSE AND DISTRICT SCHOOLS.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

August 9th, 1884.

SIR,—I am directed by the Local Government Board to inform you that they have had under their consideration the course which should be followed in calculating the grants payable upon the certificates awarded to teachers in workhouse and district schools in those cases in which the schoolmaster or schoolmistress has the assistance of one more assistant teachers.

The Board have determined that in future the following rules shall be adopted in these cases :—

1. That when the number of children in the boys' or girls' or infants' department of a school is not larger than is sufficient to admit of the payment in respect of the head teacher of the maximum allowance according to the grade of his or her certificate, no payment shall be made on account of an assistant teacher beyond the minimum allowance payable under the certificate of such assistant teacher.

2. That when the number of children in the boys' or girls' or infants' department of a school exceeds that which is required for the payment in respect of the head teacher of the maximum allowance according to his or her certificate, the children in excess of that number shall be taken into account for the purpose of an allowance in respect of an assistant teacher according to the usual scale, in addition to the minimum sum payable under the certificate awarded to such assistant teacher.

3. That when there are two or more assistant teachers in the boys' or girls' or infants' department of a school, no payment other than the minimum allowance under the certificate awarded to the officer shall be made in respect of any assistant teacher other than the first, unless the number of children in the department is more than sufficient to admit of the payment in respect of the head teacher and the first assistant teacher of the maximum allowances which are payable under their certificates, and that when the children are in excess of that number, the number in excess shall be taken into consideration for the purpose of an allowance in respect of a second, and if the number is such as to admit of it, of a third or fourth assistant teacher, in addition to the minimum allowance payable under the certificates of such assistant teachers.

These arrangements will not apply to assistant teachers now in office, but only to such as may be appointed after the date of this communication.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

The Clerk to the Guardians [Managers].

[See circulars of June 14th, 1899, p. 539, and March 14th, 1904, p. 584.]

MINUTE OF THE LOCAL GOVERNMENT BOARD ON THE BATHING OF WORKHOUSE INMATES.

[FEBRUARY 2ND, 1886.]

The attention of the Local Government Board has been called to several instances in which serious accidents have occurred through the absence of proper regulations in workhouses and district schools for the bathing of the inmates, and they request that the inspectors will be so good as to give the subject their attention in visiting the workhouses and separate schools of their districts.

The Board consider the observance of the following points of special importance, but that in pressing them on the attention of the guardians regard should be had to the circumstances of the union, and the arrangements possible in the workhouse or school :—

1. Every inmate should be bathed on admission to the workhouse unless the medical officer, after the examination prescribed by Art. 207 of the General

Consolidated Order, or similar regulations in force within the union, gives directions to the contrary.

2. Except in cases in which the medical officer considers that it is undesirable, every inmate should be bathed once a month, and should have the option of being bathed at least as frequently as once a fortnight. Should there be any doubt as to the advisability of bathing any inmate, reference should be made to the medical officer.

3. In preparing a bath, the cold water should always be placed in the bath before the hot water.

4. Before any inmate enters the bath, the officer in charge of the arrangements should ascertain by a thermometer the temperature of the bath, which should be not lower than 80 degrees of Fahrenheit, and not higher than 98 degrees of the same scale.

5. During the bathing of inmates it is desirable that the bath room should not be left without some paid officer or servant appointed by the guardians and distinctly made responsible for the conduct of the arrangements.

6. Every hot water tap should be provided with a key, which should be kept in the permanent charge of an officer of the workhouse, and may be entrusted temporarily to the person responsible for the bathing, but to no one else. On the termination of the bathing, the key should at once be returned to the officer permanently responsible for its safe custody. The above-named persons should also be responsible for the hot water taps not being used in their absence.

7. In the bathing of the sick, whether for treatment or for cleansing, a nurse should always be present to see that the directions of the medical officer are carefully observed as to time, temperature, etc.

8. During the bathing of children the schoolmaster or schoolmistress, or some trustworthy subordinate officer, should always be present.

9. In the bathing of all classes of inmates, the water used should be changed as often as possible. In all cases, an inmate should have the right to demand water which has not been previously used. In the case of the sick no other person than the one for whom the bath is ordered should be bathed in the same water on any account whatever.

10. A separate towel should be provided for every inmate of every class bathed; and the bath towels should always be washed before being used again.

11. Any marks, bruises, wounds, sores, local pain or evidence of disease of any kind, complained of by the inmates or noticed by the person in charge of the bathing, should be at once reported to the master or matron, and, if necessary, by them to the medical officer.

HUGH OWEN,
Secretary.

GRANTS FOR TEACHERS IN POOR LAW SCHOOLS.

LOCAL GOVERNMENT ACT, 1888 [51 & 52 VICT. C. 41.]

PAYMENTS BY COUNTY COUNCILS IN SUBSTITUTION FOR ANNUAL GRANTS
OUT OF EXCHEQUER IN RESPECT OF THE REMUNERATION OF TEACHERS
IN POOR LAW SCHOOLS.

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,
June 14th, 1889.

SIR,—I am directed by the Local Government Board to draw the attention [51 & 52 Vict. c. 41.]
of the guardians to the provisions of the Local Government Act, 1888, relating

to the payments to be made to them in substitution for the annual grants made out of the Exchequer in respect of the remuneration of teachers in poor law schools.

These grants will for the year ended March 25th last and in future be paid in accordance with the following provisions which are contained in s. 24 of the Act:—

“(2.) In substitution for local grants, the council of each county shall from time to time, as from the said day (*i.e.*, March 31st, 1889), pay out of the county fund and charge to the Exchequer Contribution Account the following sums, that is to say—

“(a.) They shall pay to the guardians for every poor law union or officer for any other area wholly or partly in the county (as the case may be) such sums as the Local Government Board from time to time certify to be due from the said council in substitution for the local grants towards the remuneration of teachers in poor law schools . . .”

“(5.) Where a sum is payable under this section to the guardians, authority or officer of a union or other area, and such union or area is situate in more administrative counties than one, a proportionate part only of the sum otherwise payable shall be paid by the council of each of such counties to the guardians, authority or officer, and the Local Government Board shall certify the proportionate part due from the council of each such county.

“(6.) The guardians or officer to whom a sum is payable under this section on the certificate of the Local Government Board, shall submit to the Board their claim to the payment in such manner, and produce such evidence and comply with such rules as the Board from time to time require or make, and the Board shall fix the amount due on the like principles, and may impose the like conditions for the payment thereof as before the passing of this Act.

“(7.) The Local Government Board may, if they think fit, vary a certificate granted for the purposes of this section, but unless so varied it shall be conclusive.”

By s. 34 (1) of the Act it is provided that the council of each county borough shall make the like payments in substitution for local grants as in the case of a county council, so far as the circumstances make such payments applicable, and the provisions of the Act are to apply accordingly.

In order that the Board may issue the prescribed certificate, they desire to be furnished, after the audit of the accounts for the half-year ended the 25th March in each year, with a statement in the accompanying form, showing as regards each teacher the amount expended by the guardians during the year ended the 25th March on his or her salary, with the amount claimed under the Act in accordance with the certificate awarded to the schoolmaster or schoolmistress, and in the case of industrial teachers according to the proportion of salary certified to be repayable in the cases of those officers.

The Board do not propose to make any alteration in the principles which have hitherto guided them in awarding payments to boards of guardians in respect of the salaries of teachers, and on receipt of the claim from the board of guardians they will cause the same to be examined, and they will then fix the amount due and issue their certificate in accordance with s. 24 (2) (a.) of the Act.

With regard to industrial teachers, the Board desire to draw the attention of the guardians to the circular letter issued by the Poor Law Board on the

12th March, 1867, as to the proportion of the salary which should be repaid to the guardians in respect of these officers, and to state that the Board will not be prepared to include in their certificate any payment for an industrial teacher unless the conditions prescribed in that circular are fulfilled.

It will probably be convenient to the guardians for the Board to again point out the conditions which will guide them in certifying the payments to be made in respect of the salaries of industrial teachers.

The Board will not be prepared to certify any payment to be due to the guardians, except after the receipt of a satisfactory report from the Board's school inspector, nor unless an average of six children at least have received efficient industrial instruction. It will be necessary that the children should be employed not merely in assisting the officer in the performance of his work, but that they should be instructed and exhibit satisfactory proficiency or skill in some trade or handicraft or other industrial work which will be hereafter of advantage to them in earning their own livelihood.

When the guardians provide board and lodging, two-thirds of the officer's salary will be allowed. When they do not provide board and lodging, one-half the salary will be allowed. If, however, the teacher holds any other office under the guardians, a separate salary must be assigned to each office, and the repayment will only be in respect of his remuneration as industrial teacher.

In the case of a band or drill master, where services are given wholly for the instruction of the children, the whole of the salary will be allowed.

As regards the number of industrial teachers for whom payment will be made, the Board will not be prepared to allow repayment on account of more than one industrial teacher for every thirty children in average attendance in the school, except in cases in which, owing to the children being sent out to school, or being taught in a mixed school under a single teacher, an industrial teacher is employed in lieu of a schoolmaster or schoolmistress.

The claim in duplicate should be submitted to the district auditor at the audit, and when certified by him should be forwarded to the Board. Three copies of the form are enclosed, but the Board cannot undertake to supply the forms in future. They should be obtained by the guardians from the publishers as heretofore.

It will not be necessary that the claim for the year ended 25th March, 1889, should be made in this form if the guardians have already transmitted to the Board a claim in the form previously in use for the purposes of the parliamentary grant.

At the same time, the Board may direct the attention of the guardians to sub-s. (2) (b.) of s. 24 of the Local Government Act, which requires the county council to pay to the guardians the school fees paid for pauper children sent from a workhouse to a public elementary school outside the workhouse. This provision is rendered applicable to the councils of county boroughs by s. 34 (1) of the Act. The claims for these payments should not be forwarded to the Board, but to the councils by whom the sums are payable.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

The Clerk to the Guardians.

[See the circulars of August 9th, 1884, at p. 537, and March 14th, 1904, at p. 584.]

Union.

STATEMENT OF THE SALARIES PAID TO TEACHERS in respect of the Year ended the 25th March, 18____, and of the sums claimed in respect of such Teachers under Section 24 (2) (a.) of the Local Government Act, 1888.

1.	2.	3.	4.	5.	6.	7.	8.
Name of Teacher.	Office.*	Date of Commencement of Duties.	Date of Cessation of Duties.	Rate of payment specified in Certificates of Teachers when Certificates awarded by Local Government Board, or in Letter of Board in case of Industrial Teachers, for the Year ended 25th March, 18	Date of Teacher's Certificate or of Letter fixing rate of payment in Column 5.	Amount of Salary paid in respect of the Year ended the 25th March, 18	Payment claimed under Section 24 (2) (a.) of the Local Government Act, 1888.
				£ s. d.		£ s. d.	£ s. d.
Total - -							

* If the Teacher holds any other Office, the name of the Office and the remuneration thereof, should be stated in a note at the foot of the form.

Chairman.
Clerk.

Having examined the above statement and compared the several items of payment with the Vouchers, I certify the Statement to be correct.

Dated 18 . District Auditor.

Average number of Children in the Union School during the Year.						
Boys.			Girls.			Total Boys and Girls.
Under 10 Years of Age.	Above 10 Years of Age.	Total.	Under 10 Years of Age.	Above 10 Years of Age.	Total.	

Note.—The average number of Children attending the Union School should always be inserted in the Statement.

PARCHMENT CERTIFICATES TO BE GRANTED UNDER CERTAIN
CONDITIONS TO TEACHERS IN POOR LAW SCHOOLS.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

January 21st, 1890.

SIR,—I am directed by the Local Government Board to state that they have had under their consideration the disadvantages under which certain persons employed as teachers in poor law schools have hitherto been placed through not being able while so employed to obtain the parchment certificates of the Education Department.

The Board have been in communication with the Committee of Council on Education on the subject, and their lordships, with the view of assisting in removing the disadvantages referred to, have agreed to the following arrangements:—

“When a teacher in a poor law school has completed the prescribed period of probation (Article 62), and the fact is reported by the Local Government Board to the Education Department, one of Her Majesty’s inspectors will be directed to visit the school and make the necessary report upon which a certificate can be issued.”

Article 62 of the code of regulations issued by the Education Department to which reference is made in their lordships’ letter as defining “the prescribed period of probation,” provides that “candidates for certificates after successfully passing their examinations, must, as teachers continually engaged in the same schools, obtain two favourable reports from an inspector, with an interval of at least one year between them; and if the first of these reports be not preceded by service of at least six months since the examination, a third report, at an interval of at least one year after the second report, is required.”

When therefore a teacher in a poor law school, who is in all other respects qualified to receive a certificate, has completed the term of service prescribed by that article, and has received two or (where necessary) three favourable reports from the Board’s school inspector, the Education Department will cause a visit to be paid by one of their inspectors, and if his report is favourable will then issue a certificate.

The Board have pleasure in informing boards of guardians and managers of poor law schools of this arrangement, which they trust will meet the complaint which has frequently been made by poor law teachers of the disadvantages to which they were subjected by being unable to obtain parchment certificates whilst in the service of the guardians and managers.

I am, Sir,

Your obedient Servant,

The Clerk to the } Guardians.
Managers.

HUGH OWEN,
Secretary.

[The effect of this circular has been materially modified by the transfer of the inspection of educational work in poor law schools to the Board of Education. See circular of March 14th, 1904, at p. 584.]

PRECAUTIONS AGAINST FIRE IN WORKHOUSES.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

12th February, 1891.

SIR,—The Local Government Board have had under their consideration the reports received from their general inspectors on different suggestions that have been made with regard to precautions against fires in workhouses and arrangements for the escape of inmates in case of fire.

The Board concur in the conclusion at which the inspectors generally have arrived, that there would be no sufficient advantage in the issue of a further circular letter to boards of guardians on the subject. The circumstances of different workhouses vary so greatly that it is almost impossible to devise a series of suggestions which can be regarded as of general application. Moreover, the primary responsibility for such arrangements as are necessary must rest with the guardians.

At the same time, the Board are desirous that the question as to the arrangements for extinguishing fire and for the escape of the inmates in the case of fire should always be considered by an inspector on the occasion of his visit to a workhouse. If he is of opinion that they are insufficient, he should bring the matter specially under the attention of the guardians either by an entry in the visitor's book or by such other means as he may think best. Where he deems it desirable, he might draw attention to the Board's circular letter of March 14th, 1882, [p. 534] and add any suggestions which occur to him as specially applicable to the circumstances of the particular workhouse. When any such entry is made by the inspector, it will be convenient if a copy is appended to his inspectional report, and where the inspector deems it desirable that the Board should supplement his action by a communication to the guardians he should so inform the Board.

Apart from the matters dealt with in the circular letter of 1882, there are some points which it would be well that the inspectors should bear in mind. They may be briefly summarised as follows:—

1. That the doors which it would be necessary should be opened for the purpose of escape in the case of fire should be left unfastened at night, so far as this can be done consistently with the due separation of the sexes and classes.
2. That in workhouses where a night porter is employed he should at regular intervals during the night go round the exterior of the building to see that there are no signs of fire; and that his performance of this duty should be checked by a system of tell-tale clocks, such as exists in lunatic asylums, banks, and other large institutions.
3. That where the staff of officers is sufficient there should be fire drill and exercise in the use of such appliances as may be provided, care being taken that the members of any voluntary fire brigade in a workhouse are first thoroughly drilled and instructed as to (1) what would be each man's post and duty in connection with the saving of life, and (2) what each is to do towards extinguishing the fire.
4. That the guardians should give especial attention to the means of obtaining an adequate water supply in the case of fire.
5. That where the circumstances conveniently admit of this there should be telephonic communication—especially in the case of large workhouses—with the fire brigade station of the town.

6. That where gas is available there should at night be lights on such landings and staircases as would require to be used in case of fire.

7. That highly inflammable stores should not be stored in the main building; and—

8. That for the different dormitories there should be alternative means of exit, especially in the case of buildings of three or more storeys.

The Board think that the circumstances attending the fire at the Newcastle-under-Lyme Workhouse, following the fire at the Forest Gate School, will have prepared guardians for the consideration of precautionary measures in connection with their own establishments, and will materially help the inspectors in obtaining due attention to the recommendations they may make.

I am, Sir,

Your obedient Servant,

HUGH OWEN.

Secretary.

[See also the circular of March 14th, 1882, p. 534, and the Memorandum of December 2nd, 1903, as to Fire Precautions in Vagrant Wards, p. 290.]

LUNACY ACT, 1890 [53 VICT. c. 5].

ACCOMMODATION FOR SHORT-PERIOD LUNATICS IN WORKHOUSES.

REQUIREMENTS AND SUGGESTIONS.

[SEPTEMBER, 1891.]

The following memorandum relates to the provision which should be made in workhouses for the accommodation of persons who are alleged to be, or who are, lunatics, and who are removed to the workhouse under s. 20 or 21 of the Lunacy Act, 1890. These persons are herein referred to as “short-period lunatics.”

1. The extent of the accommodation will depend on the requirements of the particular union, but arrangements should be made for the simultaneous accommodation of persons of both sexes, with their attendants.

2. In large workhouses provision for the reception of short-period lunatics may in some cases be suitably provided in connection with the wards already set apart for imbeciles.

3. In the smaller workhouses it may usually suffice to so arrange two wards, and an attendant's room with padded room, that one of the wards may, if necessary, be entirely shut off from the other portion for the joint use of a patient and attendant.

4. Each ward should be large enough for at least two beds, to enable a person in charge to be in constant attendance.

5. The amount of space allowed should be not less than 100 feet floor space and 1,200 feet cubic for each bed.

6. All sharp projecting angles should be avoided; ward floors should be of wood; ledges, architraves of doors, internal window sills, and the like, should be avoided. No brackets, pegs or nails, etc., should be fixed to the walls; door-handles should be sunk flush, and doors so arranged as to open outwards.

7. For wards of this kind, strong window-frames with vertical swing sashes six inches wide, extending for nearly the whole height of the window, glazed

with small panes of stout plate glass, and working on pivots at top and bottom, are suitable.

8. Artificial light should be furnished from the adjoining attendant's room through a fan-light glazed with half-inch plate glass and under control of the attendant, whose room should command a view of the whole ward by a small window of similar strength.

9. Ventilation and warmth should be provided in wards of this sort by an air-chambered grate in the attendant's room passing fresh warmed air into the wards. Air-bricks should be fixed also in suitable positions, in addition to the opposite external windows which are indispensable in each ward.

10. Due provision should be made for securing cleanliness of person, and for the supply of hot and cold water.

Note.—In many cases a portable bath used in the ward may suffice.

11. A strong fixed bench and table, and commode with light indiarubber or papier-mâché pan, would be necessary. Articles of pottery should on no account be permitted in wards of this kind.

Note.—It may not be always necessary to provide a special water-closet for the patients, but proper arrangements should be made in all cases for the disposal of excreta and for the cleansing of utensils.

12. Cups and plates may be of light enamelled iron or papier-mâché. Knives and forks should not be required, as the patients' food should be properly minced and cut up for them by the attendant.

13. Low bedsteads of stout make, such as are commonly used for epileptics, may be employed.

14. It may be necessary further to provide, for destructive or suicidal patients, special stout sheets or untearable rugs, made by quilting an ordinary blanket in strong ticking or canvas. Untearable suits of clothing of various kinds can also be readily made or procured with suitable lock-fastenings for patients who would strip themselves.

Note.—A strict search of every patient should be made on admission, and a careful watch should be maintained to prevent his subsequently obtaining and secreting any dangerous article by which he might injure himself or damage the fittings of the wards or padded rooms.

15. The padded room may be most suitably fixed inside the attendant's room against an external wall, and in any case should be entered directly from that room.

16. The padded room should have a superficial area of about 63 feet exclusive of the padding. Nine feet by seven feet, or eight by eight feet are suitable dimensions, and there are objections to more than slight variations from them in either direction. It should be at least 10 feet high.

17. The attendant's room should have a floor area of not less than 100 square feet, exclusive of the space occupied by the padded room.

18. The padding, which may be of cocoa fibre or other suitable material, at least four inches in thickness, covered with indiarubber or painted canvas, should extend to at least seven feet six inches from the floor, and be capped with a strong spline fixed with screws and sloping sharply at an angle of about 30 degrees from the wall, in order to afford no hold to a destructive occupant.

19. The floor should always be padded—cork chips covered with indiarubber or painted canvas, so laid as to be thoroughly water-tight and washable, being commonly used. It is desirable to bed the floor on concrete or similar material to prevent damage either by vermin or by dry rot.

20. Light may be provided by a small window of half-inch plate glass fixed

high up in the external wall. It should be furnished with a shutter either on the outer side, or, if inside, so arranged as to lock into a recess when not in use.

21. For artificial light a fanlight, similar to the one already described for the ordinary wards, should be provided. The gas jet should be on a jointed bracket to turn away so as to be wholly out of sight of the occupant of the padded room when necessary.

22. Ventilation may be furnished by air-bricks near the wall-plate, and by a strong grating in the lower three inches of the door below the padding. When the padded room is situated wholly within the attendant's room, the partition may stop about two inches below the ceiling.

23. Warmth in a padded room is a specially important matter, as patients of this class are frequently inclined to strip themselves. When the padded room is not so situated as to share the warmth of the attendant's apartment, means should be provided for passing into it warmed air, either from a coil of hot pipes or from a chamber behind the grate in the attendant's room, through air bricks in the wall, at a suitable height above the padding.

24. A roomy approach, free from awkward angles or projections, is a most important desideratum for a padded room. The door, which should ordinarily be about three feet wide, should open outwards to its full extent, so that the padding on it may not diminish the clearway. The door should be so hung as to prevent danger of crushing a hand or foot in the hinges when the door is being closed.

25. The fastening of the door should be by means of a snap-lock with bolts near top and bottom of door respectively, and commanded by a single handle; and it may be desirable to arrange a supplementary drop bolt in such manner as to allow of partial opening of the door for ventilation and inspection.

26. Two inspection slits, the upper one vertical, the lower one horizontal (being for a lantern to light the floor where the gas jet may fail to illuminate it), should be provided in the door. They should be protected by strong plate glass sunk so as to be beyond reach of a blow from the fist.

HUGH OWEN,

Secretary.

Local Government Board, Whitehall,
September, 1891.

WORKHOUSE ADMINISTRATION.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

January 29th, 1895.

SIR,—I am directed by the Local Government Board to state that in view of the important changes made in the system of the election of poor law guardians by the Local Government Act of last session, and of the fact that many of those who have been elected as guardians have had no previous experience in the administration of the poor law, the Board deem it desirable to bring under the special attention of the guardians certain points connected with workhouse administration. [56 & 57 Vict. c. 73.]

It is undoubtedly the case that since workhouses were established under the Poor Law Amendment Act, 1834, the circumstances connected with the administration of relief, and the character of those for whom accommodation in workhouses has to be provided, have so materially changed, that arrangements originally adequate and in accordance with the spirit of the times have ceased

to be so. It may be pointed out that whilst workhouses were in the first instance provided chiefly for the relief of the able-bodied, and their administration was therefore intentionally deterrent, the sick, the aged, and the infirm now greatly preponderate, and this has led to a change in the spirit of the administration, although it is still based on the General Consolidated Order of 1847. The Board feel sure that the guardians will bear in mind this change in the character of the inmates who are under their charge.

The Board direct me to remind the guardians that, subject to the rules and regulations of the Board, the guidance, government and control of the workhouse and of the officers and servants, and the inmates, are placed in the hands of the guardians, and that the responsibility for the management of the workhouse and the welfare of the inmates rests with them and the officers under their control.

Visiting
Committees.

Under a general order issued in January, 1893, authority was given to every member of a board of guardians to visit the workhouse at any reasonable time that he might think proper, but this does not affect the duty of the guardians to appoint one or more visiting committees from their own body, or the duty of the committees so appointed to carefully examine the workhouse, to inspect the reports of the chaplain and medical officer, to examine the stores, to afford as far as practicable to the inmates an opportunity of making complaints, and to investigate any complaints which may be made to them, and from time to time to write such answers as the facts may warrant to certain questions in a book provided by the guardians for the purpose. The manner in which these duties should be performed is very clearly set forth in a circular letter which was issued by the Poor Law Board on the 6th January, 1868, which the Board trust will have the careful attention of the guardians.

[A memorandum based on the circular of 6th January, 1868, was sent to boards of guardians on 1st July, 1895, containing recommendations under the heads of the queries in Art. 149 of the General Consolidated Order as to the manner in which the duties of visiting committees should be discharged. These recommendations will be found annexed to the queries at pp. 71 *et seq.*]

There are, however, two points to which the Board would specially refer. The committee should bear in mind that surprise visits are of great value to enable them to ascertain the real character of the administration of their workhouse, and if they ordinarily meet at fixed intervals they should be careful that visits of this nature are also made. It is also important that opportunities should be given to the inmates of the workhouse to make any communication they may wish to members of the committee, without any officers being present at the time.

By the order of January, 1893, above referred to, the guardians were expressly empowered, from time to time to appoint, in addition to the workhouse visiting committee, a committee or committees of ladies, whose duty it should be to visit and examine those parts of the workhouse in which the female inmates and the children are maintained, and to report to the guardians any matters which may appear to the committee to need attention. The Board consider that the appointment of such committees has been attended with great advantage.

Classification.

As regards the classification of the inmates of workhouses, the regulations specify the classes to which separate wards or buildings and yards are to be assigned, but the guardians are also directed, so far as circumstances will permit, to further subdivide any of these classes, with reference to the moral character or behaviour, or to the previous habits of the inmates, or to such other grounds

as may seem expedient. This is a matter to which guardians should give careful consideration.

It seems desirable once more to call attention to the arrangements that should be made for married couples, as misconception appears still to exist as to their separation in workhouses. The Poor Law Act of 1847 provides that where any two persons, being husband and wife, both of whom shall have attained the age of 60 years, shall be sent into any workhouse, such two persons shall not be compelled to live separate and apart from each other, and by the 39 & 40 Vict. c. 61 it is further provided that the guardians may permit any married couples to live together, either of whom shall be infirm, sick or disabled by any injury, or above the age of 60 years. [10 & 11 Vict. c. 109, s. 23.] [s. 10.]

The altered character of the inmates of the workhouse in the present day, which has been previously referred to, has brought the question of the infirm wards and the arrangements that should be made for the care of the sick into special prominence. The sick and infirm.

The due performance, by the medical officer of the workhouse, of the duties attaching to his office, is, of course, of paramount importance in ensuring proper administration in the sick wards, and amongst the principal of these duties is that of advising the guardians, by written reports, upon the dietary of the inmates, the drainage, ventilation, warmth and other arrangements of the workhouse, and as to every defect which he may observe in the arrangement of the infirmary and sick wards, and as to the performance of their duties by the nurses of the sick. The guardians should be careful to see that the reports required from him by the General Consolidated Order, and by the general orders of April 4th, 1868, and August 24th, 1869, are regularly laid before them. The half-yearly statement required by the last-named order the Board consider of especial importance. Care should also be taken that the requirements of the General Consolidated Order, by which the dietaries of the sick and of the young children are placed entirely under the control of the medical officer, are complied with. The proper use of bed cards in every case the Board deem of much importance; it is a safeguard, both to the nurses and their patients, that all directions of the medical officer should be given in writing. It is desirable that these cards should, in a great measure, show the history and treatment of each case, and they should be carefully preserved.

It is, no doubt, the case that the majority of the boards of guardians have, under the advice of the Board, and at the instance of their inspectors, improved the system of nursing in the workhouses, and that in many workhouses an adequate standard of efficiency has been attained. But, notwithstanding this, there are many workhouses where the present nursing arrangements have not been brought to the standard of modern requirements, and the Board must strongly urge on the guardians that this matter should receive their most careful consideration.

The Board in a circular letter issued some years since, referring to the nursing arrangements in workhouses, stated as follows:—

“The office of nurse is one of very serious responsibility and labour, and requires to be filled by a person of experience in the treatment of the sick, of great respectability of character, and of diligent and decorous habits. Such person cannot discharge the duties of the office singly, but must have the assistance of others of both sexes; and there is scarcely less need of the same qualities in the persons who are to be the assistants than of those required for the chief officer. Hence it is necessary that the nurses should be adequately

remunerated, and that they should be appointed after a strict investigation of their qualifications for the office. But the Board consider it of the highest importance that the assistants to the nurse should also be paid officers. By appointing paid assistants the guardians will have an opportunity of selecting persons whose qualifications for the office can be properly ascertained, and they will also be able to hold such officers responsible for negligence or misconduct, as in the case of the superior officers of the workhouse. Where pauper inmates are directed to act as assistant nurses there is no stimulus to exertion, no test of capacity, and no responsibility for negligence. The Board therefore recommend that the guardians will, as far as possible, discontinue the practice of appointing pauper inmates of the workhouse to act as assistant nurses in the infirmary or sick ward."

The difficulty of obtaining such nurses as those referred to has, in some instances, been assigned by boards of guardians as a sufficient reason for not complying with these recommendations. But whatever may have been the case in the past, in view of the general advance that has taken place in recent years in the provision for training nurses, no such difficulty should now arise, and the Board think it desirable to draw the attention of guardians generally to the enclosed memorandum of the Board's inspector, Dr. Downes, dated April, 1892, with reference to the general question of nursing arrangements in workhouses, which has been already forwarded by the Board to the boards of guardians of many unions, where the nursing arrangements have been insufficient.

The guardians should be satisfied that the nursing staff by day and by night is in numbers fully equal to the proper nursing of the sick, and they should give their most careful consideration to any representations which may be made to them on the subject by the medical officer of the workhouse in the discharge of his prescribed duty. They should also be careful when they make appointments of nurses that the persons appointed are, by training and experience, fully equal to the responsible duties which they have to discharge.

Whilst the Board are not prepared to lay it down as a rule that in no case should pauper inmates act as attendants in sick wards, as clearly distinguished from nurses, they consider that their services should only be used with the approval of the medical officer, and under the closest supervision at all times of paid officers.

In the larger workhouses the infirmaries have in many cases been placed under separate administration from the workhouse proper, with very beneficial results; but in cases where the buildings form part of the same establishment the master and matron necessarily remain the chief officers of the whole establishment, and primarily responsible for its administration and discipline. It seems to the Board important that this should be understood, as their experience shows that the improvement that is taking place in the character of workhouse nursing from the employment of trained nurses, occasionally leads to objections being raised to the legitimate exercise of the authority of the master and matron in the arrangements connected with the sick wards. The Board consider that so long as these establishments are constituted as at present, the nurses should be responsible to the medical officer for the treatment of the patients, but should clearly understand that in other matters they must defer to the authority of the master and matron.

Imbeciles.

The proper care of imbeciles retained in workhouses is a matter which should receive the special attention of the guardians. It is important that they should, as far as practicable, have means of suitable employment, that adequate provision should be made for their exercise and recreation, that ample means should

exist to ensure their personal cleanliness, that their food should be sufficient and properly served, and that the officers in charge of them should be careful and kindly, and the buildings and appliances be of such a character as to minimise the risks of injury.

With regard to the children in workhouses, the Board note with satisfaction to what a large extent those still maintained in workhouses are sent out for education to public elementary schools, and they are clearly of opinion that, where it is practicable, boards of guardians should adopt this course. It may also often be possible for arrangements to be made for the children to attend the Sunday schools of their own denomination. The Board attach much importance to all children maintained in poor law institutions being given opportunities for mixing, as far as circumstances will admit, with other children. The children.

Special care should be taken that a sufficient part of each day is set apart for recreation only, that the children should be allowed to take exercise frequently outside the workhouse premises, and that they should be encouraged in healthy games of all sorts.

The Board need hardly point out that all children in workhouses should be under the charge of officers, either industrial trainers or caretakers, and should not be left to the charge of adult paupers.

All children should be frequently and individually inspected by the medical officer.

There are questions connected with the boarding-out and emigration of orphan and deserted children which will doubtless receive the careful consideration of the guardians. The Board do not propose to refer to them in detail on the present occasion; they would only urge upon guardians the importance of always remembering that they stand *in loco parentis* to such children, and that whether they are retained in the workhouse or in a district or separate school or cottage homes, or are sent to a certified school, or are boarded out or emigrated, it is on the guardians that the responsibility for their welfare primarily rests.

As regards the hours to be observed by inmates of workhouses for getting up, meals, work, etc., the Board think it unnecessary to make any alteration in those prescribed in existing regulations. They attach much importance to uniformity in this matter, but they would draw attention to the point which appears to be frequently overlooked, that these hours do not apply to the infirm inmates or the young children. It rests with the master and matron, subject to the direction of the guardians, to fix the hours of rising and going to bed for inmates infirm through age or from any other cause, and for children under seven years of age, and for these inmates the meals are to be provided at such times and in such manner as the guardians may from time to time direct. Hours for getting up, meals, etc.

It appears desirable to refer to the question of the clothes to be supplied by the guardians to inmates of the workhouse. The clothing to be worn by the inmates is to be made of such materials as the board of guardians may determine, and in their instructional letter of February 5th, 1842, the Poor Law Commissioners called attention to the fact that this clothing need not be uniform either in colour or material. The Board would specially suggest that the clothing worn by inmates when absent on leave from the workhouse should not be in any way distinctive or conspicuous in character. Clothes.

As regards the power which guardians possess of authorising the master to allow an inmate to quit the workhouse, and to return after a temporary absence only, it appears to the Board that in the case of the aged and infirm inmates, so long as they are well-behaved and do not abuse the liberty given to them, it is desirable, so far as it can be done without undue interference with the Liberty.

discipline and management of the workhouse, that permission to leave the workhouse should be given within reasonable limits. Of course, should it be found in any particular instance that the permission was abused, exception should be made, but a careful record should be kept by the master of the refusal of leave on this ground.

Dietaries.

With reference to the important question of dietaries, it is to be observed that whilst the guardians are empowered, subject to the sanction of the Local Government Board, to fix the amount and nature of the food which shall be given to the inmates generally, it is the duty of the medical officer to order such food as he may consider requisite for the sick. With regard to the inmates in health, a memorandum was drawn up by the Board's inspector, Dr. Downes, in 1893, setting forth the general principles which should guide boards of guardians in framing dietaries for this class, and in any case when the guardians may be proposing to revise the dietaries, the Board will be happy to furnish them with copies.

Escape in case of fire.

The security of the inmates in case of fire is a matter which, whilst it applies with special force to the sick and helpless, should receive the careful consideration of the guardians as regards all inmates of the establishment, and the guardians should satisfy themselves that adequate means of escape from all wards are available, and that the means are ready to hand of extinguishing any fire at its first outbreak.

Appointment of officers.

The Board must impress upon the guardians the grave responsibility which rests upon them as regards the selection of the officers employed in workhouses. They cannot do better than refer to the letter of the Poor Law Commissioners of February 5th, 1842, in which they said :—"The Commissioners are satisfied that good temper joined to firmness and self-command will enable a skilful teacher to manage children with little or no corporal punishment. The frequent use of corporal correction is the common recourse of teachers who, through idleness or other defect, are incompetent to acquire command over children by a knowledge of their characters and by gentle means. . . . The observations made above with reference to the management of children are equally applicable to the treatment of adults. Warmth of temper and passionate conduct generally betray a consciousness of want of firmness. The discipline of a workhouse has to be maintained by an undeviating adherence to rules and a steadiness which defies provocation while it deliberately enforces obedience to orders by legal and authorised means. The master of a workhouse is answerable for the general order of the whole establishment, and minute personal attention on his part can alone detect and remedy defects in the discipline and cleanliness of the house. The temper and discretion required for the discharge of his duties, and the confidence necessarily placed in his integrity make it essential that the greatest care should be exercised in the choice of that officer. The master, too, is in some degree dependent on the aid afforded him by the other officers of the establishment . . . and as want of harmony between the principal officers of the establishment cannot fail to impair their efficiency and disturb the general discipline of the house, the Commissioners are desirous of inculcating the necessity of the utmost forbearance and command of temper in their mutual relations."

In conclusion, the Board desire to point out that all experience shows that whether a workhouse is well or ill administered depends to a large extent upon the personal interest which the guardians take in the matter. The work is often arduous, and the constant attention to small details, which is absolutely necessary for efficient administration, may impose a heavy tax on the time and

patience of the guardians ; but the Board feel sure that they may rely on those who take upon themselves the office of guardian, discharging their duties with a due sense of the responsibility which the position involves.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

The Clerk to the Guardians.

MEMORANDUM.

[Enclosed with the foregoing of January 29th, 1895.]

NURSING IN WORKHOUSE SICK WARDS.

In their circular letter of 5th May, 1865, the Poor Law Board, after stating the duties of a nurse for the workhouse as prescribed by the consolidated orders, proceeded as follows :—

“ The office is one of very serious responsibility and labour, and requires to be filled by a person of experience in the treatment of the sick, of great respectability of character, and of diligent and decorous habits. Such person cannot discharge the duties of the office singly, but must have the assistance of others of both sexes ; and there is scarcely less need of the same qualities in the persons who are to be the assistants than of those required for the chief officer.

“ Hence it is necessary that the nurses should be adequately remunerated, and that they should be appointed after a strict investigation of their qualifications for the office. But the Board consider it of the highest importance that the assistants to the nurse should also be paid officers. By appointing paid assistants the guardians will have an opportunity of selecting persons whose qualifications for the office can be properly ascertained, and they will also be able to hold such officers responsible for negligence or misconduct, as in the case of the superior officers of the workhouse.

“ Where pauper inmates are directed to act as assistant nurses there is no stimulus to exertion, no test of capacity, and no responsibility for negligence.

“ The Board therefore recommend that the guardians will, as far as possible, discontinue the practice of appointing pauper inmates of the workhouse to act as assistant nurses in the infirmary or sick ward.”

That this advice did not bear more immediate fruit was doubtless largely due to the difficulty at that time of obtaining suitable nurses.

The advance of nursing as a calling, and the system adopted in some large workhouse infirmaries of training nurses by their appointment in the first instance as probationers, have gone far towards removing this difficulty for guardians who are prepared to assign to their officers fairly remunerative salaries and fitting accommodation.

It may, therefore, be well to draw the attention of guardians who have not as yet ceased to employ pauper assistants in the sick wards to the following considerations.

There is great and increasing difficulty in finding among the inmates in health persons of good character sufficiently able of body or fit in mind to act as nurses. To commit the care of the sick to paupers is therefore frequently to entrust them to unsuitable persons, having little at stake, without interest in their work, and practically irresponsible. Skill is obviously not to be expected

of such persons, but, beyond the sum of suffering which lack of knowledge implies in such matters, experience of pauper-nursing has unhappily not seldom exemplified the evils which indifference, cupidity and want of forbearance may entail.

The employment of pauper inmates in sick wards is in a variety of ways costly.

If fit for such employment, they should be fit to earn their own living, and a proof of this is often afforded by the discharges which are taken when the extras and indulgences of the sick wards are no longer forthcoming.

The removal of wardspeople usually sets free a number of sick beds having a money value which may be estimated on average at 100*l.* per bed.

The waste and misappropriation of food which is commonly so large an item of infirmary expenditure is largely dependent on the employment of pauper helps whose interest is selfishly concerned in its continuance.

The want of proper care of appliances is no small item of cost. It is not unusual, for example, to find a costly water-bed spoiled through want of knowledge.

It may be observed also that guardians will rarely obtain the full value of their paid nurses' service so long as there remains opportunity or excuse for these officers to delegate their duties to inmates.

Humanity and economy alike dictate that the sick poor in workhouse sick wards should receive nursing treatment not less efficient than that which is now afforded in general hospitals, and in well-administered cottage hospitals.

In workhouses where pauper nursing is dispensed with, it is usually found that the proportion of paid nurses and assistant nurses to the average number of occupied sick-beds, should be from about one to fifteen to one to ten, this allowance including night nurses and nurses off duty.

The actual provision must largely depend on the size of the infirmary and the character of the cases, but it should be remembered that, although the sick are mostly chronic, a large number are of such kind as to require constant care and attention.

In some unions the practice of employing as paid "scrubbers" widows, who would otherwise be chargeable to the rates, has been successful.

In the larger workhouses the nurses should be under the direct control of a trained and experienced superintendent, or head nurse, subject to the directions of the medical officer in all matters of treatment, and of the master and matron, so far as the orders of the Local Government Board may require in regard to discipline. In workhouse infirmaries under separate administration the matron should herself be a trained nurse and have charge of the nursing staff.

It is very essential that due provision should be made for efficient nursing by night. This, above all, is a time when the sick wards should be watched by responsible officers; it is a period of much trial to the sick.

Attention to the warmth and ventilation of the wards, and to the administration of medicine, stimulants or food, the application of poultices, management of the natural wants of the feeble and paralytic, and care for those in pain, or dying, are all duties which should be confided to none but responsible nurses. Want of proper assistance to "wet" cases at night time not only greatly increases work for the day nurse, but is one great cause of bed sore and suffering.

When arrangements are duly made for paid night nursing the day nurses ought to be enabled to obtain undisturbed rest away from the immediate vicinity of the sick wards.

In their circular letter, the Poor Law Board further expressed their opinion "that where the arrangements of the workhouse will permit, it is very desirable that special accommodation should be provided for the nurse and the paid assistants, so that they may be always ready to attend upon the patients, and be removed as much as possible from the distraction which the proceedings in a large workhouse are calculated to produce."

In some of the smaller workhouses this provision may be made on a separate floor of the infirmary, or frequently some other portion of the workhouse may be adapted for the purpose. In the largest workhouses it may be requisite to furnish a detached nurses' home. In either case the cost would be largely counterbalanced—in the former probably more than counterbalanced—by the value of increased sick-ward accommodation consequent on the removal of wardspeople.

Many advantages have been found to follow the establishment of nursing on the lines above indicated. Not nursing alone, but medical attendance is increased in efficiency, and experience shows that with improved treatment, speedier cure and lessened stay of curable cases may be looked for.

One of the chief duties of a skilled nurse is to watch the dietaries, and by her reports to enable the medical officer to prescribe for each patient such food as may be suitable and acceptable, so that waste shall sink to a minimum. Few, perhaps, realise how large an economy and how much increase of comfort to the sick may be thus effected.

It will be generally admitted that the sick poor can usually be better tended and nursed by skilled nurses in well-equipped sick wards than in their own homes; and the regularity, neatness and order of the wards tend to diminish the repugnance to entering the workhouse which is often evinced by the sick poor of the better class when reduced to want by failing health.

Frequently wards of indifferent construction may be much improved in wholesomeness by the care of a well-instructed nurse.

Nursing, while demanding special personal qualifications, must, like every business, be learned; and by establishing a well-considered system of nursing, the guardians of a large workhouse may, in due course, train their own nurses, and assist in supplying a demand which is certain to increase.

In balance-sheet form, the financial side of the question would stand somewhat thus:—

Salaries.	Efficiency.
Uniforms.	Saving in waste.
Rations.	Saving in wear of appliances.
Quarters.	Detection of malingering.
	Curable cases more quickly fit for discharge.
	Increased sick ward accommodation.
	Training of probationers.

The diminution of suffering consequent on skilled nursing is a gain which cannot be expressed.

One important point remains. Much evil frequently results from the continuance in office of nurses long incapacitated by ill-health or advancing years.

It is obviously very desirable to guard against this, by enabling nurses to retire when they are no longer able to discharge their duties with efficiency.

The guardians are aware of the powers which they possess as regards granting

superannuation allowances, and attention may be especially directed to the facilities which are now afforded to nurses for making provision against sickness and old age.

Local Government Board,
April, 1892.

ARTHUR DOWNES, M.D.
Inspector.

LUNATICS IN WORKHOUSES.

(EXAMINATION OF LUNATICS ON ADMISSION AND DISCHARGE.)

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,
June 1st, 1896.

SIR,—I am directed by the Local Government Board to advert to the circular letter which, on the 1st August, 1870, they addressed to boards of guardians, informing them of the suggestion of the Commissioners in Lunacy that the persons of all lunatics should, upon their admission into the workhouse, and upon their departure from it, be carefully examined by the medical officer, and requesting that the necessary directions should be given for ensuring such examination and for preserving a record of it in each case.

The Board have recently had brought under their attention instances in which there has been a failure on the part of the medical officer of the workhouse to make the requisite examination and duly to record the result, and they direct me, therefore, again to draw attention to the duties of workhouse medical officers in this matter. The examination should, as far as practicable, be made immediately upon the admission of the lunatic to the workhouse or immediately before his discharge therefrom, as the case may be; it should be of such a character as will permit of the medical officer ascertaining and certifying from personal knowledge not only the facts as to the existence of any disease, but also as to the presence or absence of any bruises or other injuries. The medical officer should also, in connection with his examination of a lunatic who is proposed to be removed from the workhouse, consider whether the physical condition of the patient is such that he can properly be removed. The Board recommend that if the removal should from any cause be delayed until the day following that upon which the medical examination was made, the patient should be again seen by the medical officer prior to the patient leaving the workhouse.

It will of course be understood that the examination of the lunatic by the medical officer will not in any way relieve any other medical practitioner [53 Vict. c. 5.] who may be called upon to give a certificate under the Lunacy Act, 1890, of his duty of personally examining the lunatic with the view of assuring himself of the facts indicating insanity, and of ascertaining that the lunatic is in a fit condition of bodily health to be removed to an asylum.

The Board direct me at the same time to observe that they consider that when a lunatic is detained in the workhouse the patient should be, both by day and by night, under the immediate charge of paid officers. If, however, it is found impracticable to dispense entirely with pauper assistance, such assistance should only be employed under the closest supervision of responsible officers.

The guardians and the medical officer are no doubt aware of the provision in s. 40 of the Lunacy Act, 1890, with regard to the use of mechanical restraint

in the case of lunatics, and of the regulations which have been issued by the Commissioners in Lunacy on the subject. Copies of these regulations were forwarded to the guardians on July 15th last. [See p. 703.]

The Board request that the guardians will be so good as to place a copy of this letter in the hands of the medical officer of the workhouse for his information and guidance.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

To the Clerk to the Board of Guardians.

[See also the circular of June 24th, 1897, at p. 561.]

CLASSIFICATION IN WORKHOUSES.

LOCAL GOVERNMENT BOARD,

WHITEHALL,

July 31st, 1896.

SIR,—I am directed by the Local Government Board to state that they have had under their consideration the question of the desirability of improving the classification of the aged and infirm inmates of workhouses, and, in connection with this matter, I am to draw the attention of the guardians to Art. 99 (2) of the General Consolidated Order of July 24th, 1847, which provides that “The guardians shall, as far as circumstances will permit, further sub-divide any of the classes enumerated in Art. 98, with reference to the moral character or behaviour or the previous habits of the inmates, or to such other grounds as may seem expedient.”

The Board are aware that in many workhouses it has been usual, in determining to what wards the aged and infirm inmates should be assigned, to have regard to their general character and conduct, and the Board are desirous that special attention should be given to this matter by the guardians and their officers, in order that, as far as possible, those persons whose circumstances have compelled them to enter the workhouse, but who are known to be of good conduct and to have previously led moral and respectable lives, should be separated from those who from their habits of speech or for other reasons are likely to cause them discomfort.

With regard to inmates of the first-mentioned class, the Board consider that it is desirable that, whenever practicable, a separate day-room for the inmates of each sex should be provided.

The Board further consider that the rules made by the guardians as to workhouse arrangements, which, in the majority of cases, are essential for the due administration of the workhouse, might be relaxed as regards such inmates as those referred to, by giving special facilities to their friends to visit them, by allowing them more than ordinary liberty to leave the workhouse during the day for visiting their friends or for other purposes, and by permitting them, when they desire it, to attend their own place of worship on Sunday.

The Board also suggest, for the consideration of the guardians, whether arrangements might not be made for the sub-division of some of the sleeping wards, with the view to separate cubicles being provided for inmates of this class.

The Board do not suggest any alteration in these cases as regards the dietary, as the dietary should, whatever classification is adopted, always be adequate and suitable for the inmates. The Board consider that any distinction in the dress to be worn by the inmates referred to would be very undesirable.

The Board also direct me to draw attention to the question of the classification of young women in workhouses. The Board fear that sufficient care is not always taken with regard to the separation of girls of blameless character, or who have been admitted to the workhouse for their first confinement, from women whose previous life has been such that their influence can scarcely fail to be prejudicial to those who are associated with them, whether in connection with the laundry work, the nurseries, or otherwise. The Board desire strongly to impress on the guardians the importance of every endeavour being made to prevent such association either by day or by night.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

The Clerk to the Guardians.

Secretary.

MEMORANDUM AS TO CONDITIONS WHICH THE LOCAL GOVERNMENT BOARD WILL REQUIRE TO BE COMPLIED WITH WHEN THE SYSTEM OF SEPARATED HOMES IS ADOPTED BY GUARDIANS, SUBJECT TO THE CONSIDERATION BY THE BOARD OF THE SPECIAL CIRCUMSTANCES IN PARTICULAR CASES.

[AUGUST, 1896.]

1. That either buildings separate from the workhouse shall be provided, in connection with the homes, in which all children may be received and retained for a probationary period of not less than fourteen days before being drafted to the homes, or that separate accommodation, entirely distinct from the quarters assigned to the adult inmates, shall be provided at the union workhouse for the purpose.

2. That in either case an adequate staff of officers shall be provided, in connection with the probationary wards, for the supervision of the children, and also for their education unless they are sent out to a public elementary school.

3. That adequate sick accommodation shall be provided for the children, either in an infirmary in connection with the headquarters buildings, or in separate wards in the workhouse infirmary.

4. That each child shall be examined by the medical officer of the workhouse both on admission to the headquarters buildings and immediately before being transferred to a home, and that a medical certificate shall be given by the medical officer as to the child's fitness to be transferred to the home.

5. That an order for the child's admission to the home shall be issued by the superintendent of the headquarters buildings, or by the master of the workhouse, as the case may be, in a form that shall contain, so far as ascertainable, the child's name, the date of birth, the religious denomination to which the child belongs, the names and addresses of his nearest relatives, and the standard, according to the code of the Education Department, reached by the child when last attending school. Care must be taken that one clear day's notice of the proposed transfer is given in every case.

6. That a superintendent shall be appointed, who shall have supervision of

all the homes, and whose duty it shall be to visit each home at least three times every week, and to record the time of his arrival and departure, and any remarks in connection with the administration of the home which he may consider should be brought to the notice of the guardians, in a book to be kept at the home for the purpose.

7. That, in addition, a committee of the guardians shall be appointed, whose duty it shall be to visit and inspect each home once at least in each fortnight, to examine the books, and to record the fact of their visit, and any remarks which they may deem necessary in connection therewith, in a book to be kept at the home for the purpose.

8. That further, a committee of ladies shall be appointed, not necessarily composed of ladies elected as guardians, whose duty it shall be to visit each home once at least in every week, and to record the fact of their visit and any remarks they may think desirable in the visitor's book at the home.

9. That a foster-mother shall be appointed to each home, and that she shall be a person without children dependent on her, and that her own children shall not be allowed to live with her in the home.

10. That more than fifteen children shall not be placed in one home.

11. That children shall not be sent to the homes before they are three years of age, and that boys shall not be kept in the same homes as girls after they are ten years of age.

12. That care shall be taken that each child shall be sent to a place of worship and Sunday school of the denomination to which the child belongs, and that if the children are sent to board schools, adequate religious instruction shall be provided for them apart from their school training.

13. That care shall be taken that a due amount of time for recreation shall be secured for the children, and that such arrangements for the performance of the domestic work in connection with each home shall be made, as to ensure that no child shall be employed on any such work after the return from afternoon school on an ordinary week day, or after the midday meal on Saturdays, with the exception of washing the crockery used at the last meal, and the putting to bed of the younger children by the elder children.

14. That a dietary table shall be drawn up setting forth the maximum quantity of provisions to be supplied weekly to each home, and that the foster-mother be empowered to requisition up to such maximum.

15. That a journal shall be kept by the foster-mother of a home, in which she shall report as to the character of the provisions provided for each meal in the home, the amount to be given to each child being left to the discretion of the foster-mother.

16. That the books referred to in paragraphs 6, 7, 8, and 15 shall be submitted to the guardians at each of their ordinary meetings.

17. That corporal punishment shall be inflicted by the superintendent of the homes only, and in presence of the foster-mother of the home in which the child lives, and that he be required to adhere strictly to the following regulations in the General Consolidated Order :—

Art. 138. No corporal punishment shall be inflicted on any female child.

Art. 139. No corporal punishment shall be inflicted on any male child, except with a rod or other instrument such as may have been approved of by the guardians or the visiting committee.

Art. 140. No corporal punishment shall be inflicted on any male child until two hours shall have elapsed from the commission of the offence for which such punishment is inflicted.

Art. 143. The [superintendent] shall keep a book to be furnished to him by the guardians, in which he shall duly enter (1) all cases of refractory or disorderly children reported to the guardians for their decision thereon ; and (2) all cases of children who may have been punished without the direction of the guardians, with the particulars of their respective offences and punishments.

Art. 145. Such book shall be laid on the table at every ordinary meeting of the guardians, and every entry made in such book since the last ordinary meeting shall be read to the Board by the clerk. The guardians shall thereupon in the first place give direction as to the punishment of any refractory or disorderly child reported for their decision, and such direction shall be entered on the minutes of the proceedings of the day, and a copy thereof shall be inserted by the clerk in the book specified in Art. 143. The guardians, in the second place, shall take into their consideration the cases in which punishments are reported to have been already inflicted by the [superintendent] or other officer, and shall require the [superintendent] to bring before them any child so punished who may have signified a wish to see the guardians. If the guardians in any case are of opinion that the officer has acted illegally or improperly, such opinion shall be entered on the minutes and shall be communicated to the [superintendent].

18. That arrangements shall be made for the medical officer of the district in which a home is situated to inspect the children at intervals of not exceeding one month, and upon the summons of the superintendent or foster-mother to attend duly and punctually upon any child that may need it.

19. That arrangements, where possible, shall be made for the children to attend classes for technical education.

20. That relief mothers shall be appointed to take charge of homes during the absence of the foster-mothers, and that leave of absence shall be granted to every foster-mother for half-a-day in each week.

(It may be desirable that the wife of the superintendent of the homes should be a relief mother, as under such an arrangement the superintendent would be likely to obtain fuller information as to the administration in each home than would otherwise be the case.)

21. That the fullest liberty consistent with reasonable discipline and their moral welfare shall be accorded to the children outside the homes, the yards of which would not, as a rule, afford adequate space or scope for recreation.

It will, of course, be understood that any premises proposed to be acquired as a home must be inspected and reported on by the inspector of the district before the assent of the Local Government Board is given to the hiring or purchase of the premises, and in the selection of any house for the purposes of a home it is very important that the guardians should ascertain that the sanitary arrangements are satisfactory, that the water-closet accommodation is sufficient, that there is a constant supply or adequate storage of water, that there are means of obtaining sufficient hot water, that there is an alternative means of escape in case of fire, and that there is a spare room reserved in case of illness.

When homes are provided, the Board will issue an order embodying regulations for their administration and an order as to accounts.

Local Government Board,

August, 1896.

REMOVAL OF LUNATICS FROM WORKHOUSES TO ASYLUMS.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

June 24th, 1897.

SIR,—I am directed by the Local Government Board to state that they have had under their consideration the desirability of securing that, in the case of lunatics removed from the workhouse to an asylum, the guardians should be enabled to compare the report of the medical officer of the asylum as to the condition of the patient as regards bruises, marks of violence, etc., on his admission to the asylum, with the record by the medical officer of the workhouse as to the patient's condition prior to removal from the workhouse.

The Board are informed by the Commissioners in Lunacy that it is a nearly universal practice in the case of county and borough asylums to have a regulation requiring that the relieving officer or other person bringing the patient shall remain in the asylum until a personal examination of the patient shall have been made, in order that he may receive written notice, to be furnished by the medical officer conducting the examination, of any bruises, marks of violence, etc., observed thereat.

The Board would recommend that in all cases a written notice of the result of the personal examination by the medical officer of the asylum should be asked for by the relieving officer or other person engaged in the removal of the lunatic; that the relieving officer or other person should be required by the guardians to transmit the notice he may receive to the clerk to the guardians, and that the clerk should be instructed to compare the notice so given with the record by the medical officer of the workhouse of the result of his examination of the person of the lunatic, immediately before discharge from the workhouse, in accordance with the Board's circular letters of August 1st, 1870, and June 1st, 1896. Where the circumstances appear to render it desirable, in consequence of any difference between the notice from the asylum authorities and the record of the medical officer of the workhouse, the clerk should bring the matter under the attention of the guardians.

The Board trust that the guardians will give such directions as will ensure that the arrangement above referred to will be carried out in the case of all lunatics removed from the workhouse to an asylum.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

To the Clerk to the Board of Guardians.

[See also the circular of June 1st, 1896, at p. 556.]

MEMORANDUM OF THE LOCAL GOVERNMENT BOARD RELATIVE
TO OPHTHALMIA OF NEW-BORN CHILDREN.

[JUNE, 1897.]

The attention of the Local Government Board has been drawn to the fact that occasionally district medical officers and medical officers of workhouses and infirmaries have failed to record in their Medical Relief Books the occurrence of ophthalmia of new-born children in cases under their care. The Board think it necessary, therefore, to point out that it is the duty of every medical officer to

enter these cases in his Medical Relief Book, all the particulars indicated in that book being recorded, and that the book should be presented to the guardians at each of their ordinary meetings.

The Board deem it desirable, at the same time, to bring under the notice of medical officers the following extracts from the Report of the Royal Commission on the Blind, etc., 1889, on the subject of the disease referred to, viz. :—

Page XIV.—“Another frequent cause (of blindness) is the inflammation of the eyes of new-born infants, which can be prevented, and, if taken in time, cured. It has been found by the Ophthalmological Society that 30 per cent. of the inmates of asylums (*i.e.*, schools for the blind) are blinded from purulent ophthalmia in early life; and about 7,000 persons in the United Kingdom have lost their sight from that cause.”

“Mr. Brudenell Carter recommends:—A weak solution of perchloride of mercury as the best preventive in such cases.”

“Mr. Hulke prefers alum.”

“Dr. Glascott states that:—It has been distinctly proved in the large maternity and foundling hospitals of the Continent that the percentage of cases of purulent ophthalmia in the new-born can be materially diminished by simply cleansing the eyes of all children with clean water as soon as they are born. More recently the number of sufferers has been further diminished by the use of antiseptics, such as weak solutions of boracic or salicylic acid, a two per cent. solution of carbolic acid, however, giving the best results. As a further development of the preventive plan of treatment, the method of Cr  d   has been introduced. It has the merit of being extremely simple and very efficient. It consists in washing the infant's eyes with pure water as soon as it is born, and then by means of a drop tube instilling a single drop of a two per cent. solution of nitrate of silver into the eyes. This simple method of prevention should be known to, and carried out by, every midwife in the country, and what is more, parents should insist upon it being done.”

The Board request that medical officers will furnish each midwife or nurse acting under their directions with such written instructions as they may deem necessary to give effect to these recommendations of the Royal Commission.

Local Government Board,
Whitehall, S.W.,
June, 1897.

STATEMENT OF CONDITIONS RECOMMENDED FOR ADOPTION BY BOARDS OF GUARDIANS, OR OF MANAGEMENT, IN REGARD TO THE APPOINTMENT OF DENTAL OFFICERS.

[JULY, 1897.]

1. The officer appointed should be required—

To attend at the school or other appointed place according to his agreement with the guardians or managers.

To inspect the teeth of all children admitted since his last visit.

From time to time, according to his agreement, to inspect the teeth of all the children in the school or workhouse, as the case may be.

To attend duly and punctually at each visit upon each child requiring dental treatment, and upon any child who may be brought to him for treatment in the intervals of such visits.

To keep a record of his work, and to report the same to the guardians or managers, in a book to be provided by them for the purpose, under the following heads :—

Date.

Number of children inspected.

„ temporary teeth extracted.

„ permanent „ „

„ teeth filled.

„ scalings.

„ other operations performed.

Any matters which the dental officer may deem necessary or desirable to bring to the notice of the guardians.

This book should ordinarily be kept at the school or workhouse, and should be laid before the guardians or managers by the clerk at each meeting, and should be produced to the inspectors of the Local Government Board when required.

2. The dental officer must be duly registered in accordance with the statutes in that behalf (41 & 42 Vict. c. 33, 1878, and 49 & 50 Vict. c. 48, 1886), or if not so registered, by reason of any medical or surgical qualification exempting him from the obligation of registration as a dentist, the officer appointed shall produce satisfactory evidence that he holds a licence in dental surgery from either of the following :—

The Royal College of Surgeons of England,

„ „ „ Edinburgh,

„ „ „ Ireland,

The Faculty of Physicians and Surgeons of Glasgow,

or other approved authority.

3. The guardians or managers may pay a dental officer either by—

(a.) an inclusive salary, or

(b.) partly by salary and partly by fees on a fixed scale for specified operations, provided that all payments for extractions shall be included in the salary assigned to the officer and shall not be made by fee.

4. If the dental officer attends at the school or workhouse, it would be necessary that the guardians or managers should provide for his use a suitably equipped surgery, including a dental chair and a dental engine, and such other apparatus as may be necessary. It is desirable that they should also provide the requisite materials for fillings, and such special appliances as may be needed for mechanical treatment.

Local Government Board,

July, 1897.

CIRCULAR.—GUARDIANS.

POOR LAW ADMINISTRATION. AGED DESERVING POOR.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

August 4th, 1900.

SIR,—I am directed by the Local Government Board to advert to the reply which was given by the President to a question put to him in the House of Commons with regard to legislation on the subject of the recommendations made by the Select Committee on the Cottage Homes Bill last year.

The question was as follows:—

“To ask the President of the Local Government Board why the Government have not brought in a Bill to carry out the recommendations in regard to the poor law unanimously made by the Select Committee appointed last year to consider the Cottage Homes Bill, and whether the Government would now introduce such a Bill if an assurance were given that the Bill would be considered in an uncontroversial spirit.”

The President said:—

“I have been most anxious to deal with this question this session, but I have been unable to do so. I have prepared a series of new regulations affecting the classification of inmates in workhouses with a view of securing separate accommodation for the aged and deserving poor. I have also carefully considered the Bill which would be required in connection with these regulations, and for the purpose of giving effect to the recommendations of the Select Committee; but my difficulty has been this, that the necessary legislation would require the aid of the Chancellor of the Exchequer, and having regard to the enormous expenses which he has to meet at the present time, I have come to the conclusion, although very reluctantly, that this is not a fitting moment to make further demands upon him. It is for this reason that the Government have not brought in a Bill on the subject.”

Although, as was pointed out, the moment is not propitious for legislation of the kind referred to, the Board think that it would be useful that guardians should be informed of their views, so that the hands of the guardians may be strengthened in dealing with these matters so far as existing circumstances will permit.

The removal of imbeciles from workhouses was strongly recommended by the Select Committee, and its advisability has been repeatedly brought before the Board by guardians and others. But this question is one which must at any rate be deferred.

The removal of children from workhouses, which was also recommended by the Committee, has been still more strongly urged upon the Board. It is a question on which public opinion is undoubtedly in accord with the recommendation of the Committee, and I am directed to urge upon boards of guardians to let no opportunity pass of carrying such an arrangement into effect. The opportunity will frequently arise when there is a question of enlarging the infirmary wards of the workhouse, or of increasing the accommodation in some other respect, and when it may be felt that the wisest course would be to provide the extra accommodation needed by removing the children altogether from the workhouse. In connection with this point the Board may observe that by the provision of cottage homes, by the hire of scattered homes, by boarding-out and emigration, ample means are afforded by which children may be entirely removed from association with the workhouse and workhouse surroundings.

With regard to the treatment of the aged deserving poor, it has been felt that persons who have habitually led decent and deserving lives should, if they require relief in their old age, receive different treatment from those whose previous habits and character have been unsatisfactory and who have failed to exercise thrift in the bringing up of their families or otherwise. The Board consider that aged deserving persons should not be urged to enter the workhouse at all unless there is some cause which renders such a course necessary, such as infirmity of mind or body, the absence of house accommodation or of

a suitable person to care for them, or some similar cause, but that they should be relieved by having adequate outdoor relief granted to them. The Board are happy to think that it is commonly the practice of boards of guardians to grant outdoor relief in such cases, but they are afraid that too frequently such relief is not adequate in amount. They are desirous of pressing upon the guardians that such relief should when granted be always adequate.

When, however, it is necessary that such persons should receive indoor relief, the Board consider that they might be granted certain privileges which could not be accorded to every inmate of the workhouse.

The Board had intended to issue an order dealing with this matter, but for the reasons already stated they have been unable to do so at present. They think it may be convenient, however, if they indicate the heads of the regulations which they had in contemplation.

These are as follows :—

1. That the guardians should form a special class of inmates of 65 years of age and upwards with regard to whom the guardians after due inquiries have satisfied themselves that by reason of their moral character or behaviour or previous habits they are sufficiently deserving to be members of the class.

2. That for such inmates extra day-rooms should be provided, which might if thought desirable be available for members of both sexes, in which they would have the opportunity of separation from disreputable inmates, and in which their meals, other than dinner, might be served at hours fixed by the guardians.

3. That sleeping accommodation in separate cubicles should be provided for them.

4. That privileges should be given them as regards the hours of going to bed and rising.

5. That considerably increased liberty should be granted to them, and greater facilities for being visited by their friends.

6. That for each inmate of this class a locker should be provided; the key would be retained by the inmate, but it would be required that the contents of the locker should be open to proper inspection; and

7. That as regards the inmates of this class the provisions in the orders relating to the supply of tobacco, dry tea and sugar should be made compulsory.

Boards of guardians are at present empowered to deal with most of these matters, and in some cases they have already done so. The difficulty with which many boards of guardians will have to contend in connection with the extra classification contemplated is the want of room, but it is hoped that where there is room the guardians will not hesitate to take steps to bring about improvements of the kind indicated in the arrangements for the aged deserving poor. In some instances, as has been pointed out, the room required could be provided by the removal of the children from the workhouse, and the Board trust that no opportunity will be lost of adopting this course where it is practicable, and that the guardians in all cases will give the whole subject their serious consideration with a view to improving the lot of the aged deserving poor.

The Board may avail themselves of this occasion to state that they have received a memorial from members of the council and the executive committee of the National Association for Promoting the Welfare of the Feeble-minded, asking them to take steps to institute an inquiry into the number and condition of feeble-minded persons in receipt of poor law relief.

By "feeble-minded" persons the memorialists state that they "desire to describe persons who are of weak intellect but are not certifiable as imbeciles or insane, and who cannot, therefore, be detained in workhouses or elsewhere except at their own pleasure."

The Board would feel obliged if the guardians would state the number of persons in the workhouse who could, in the opinion of the medical officer, be regarded as coming within the above description; and would supply any further information with regard to the condition of such persons which they are able to afford.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

The Clerk to the Guardians.

Secretary.

CIRCULAR.—GUARDIANS.

CREED REGISTERS AND BAPTISMS IN WORKHOUSES.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

September 14th, 1900.

SIR,—Representations having been made to the Local Government Board that in certain workhouses a creed register was not kept or was improperly kept, the Board have caused inquiry to be made, with the result that in some of these cases it has been found that the requirements of the law on this subject have not been duly complied with.

In these circumstances the Board think it desirable to draw the special attention of the guardians to the matter, and to remind them that section 16 of the Poor Law Amendment Act, 1868 (31 & 32 Vict. c. 122), places upon the officer for the time being acting as the master of a workhouse the duty of keeping a register of the religious creed of the pauper inmates of such workhouse, separate from all other registers, in the form and with the particulars prescribed by an order of the Board or of their predecessors. The section further requires the officer, upon the admission of any inmate, to make due inquiry into his religious creed and to enter this creed in the register.

The form of creed register is prescribed by the order of the Poor Law Board of the 26th November, 1868, or by similar orders since issued by the Local Government Board.

It appears from an examination of certain creed registers which have been forwarded for the Board's inspection that, in some instances, a register is in use which is not in the prescribed form. The prescribed form contains one column headed "Date of Admission," and another "Discharged or Dead," but the registers which have been forwarded for inspection contained a number of columns of this kind. The names were entered in alphabetical order, and in cases where a pauper had been discharged and subsequently re-admitted his name was not entered afresh upon his re-admission, but an entry of the date was made opposite to his name in one of the columns headed "Date of Admission." The Board direct me to point out that the prescribed form should in every case be used, that a full entry in all the appropriate columns of the register should be made every time a person is admitted or re-admitted to the workhouse, and that the entries should appear in order of date, and not in alphabetical order.

[The Board now consider it sufficient if every time an inmate is admitted or re-admitted to the workhouse the name and other particulars are entered under the appropriate letter of the alphabet.]

In regard to the point last referred to it should be borne in mind that section 19 of the Act of 1868 confers upon the ministers of the various religious denominations officiating in the places of worship of such denominations nearest the workhouse, and on the ratepayers of the Poor Law Union, the right to inspect the creed register, and it seems to the Board that these persons should be able to see what is the religious creed of those who are from time to time admitted to the workhouse without having to go through the entire book.

The Board also consider that the entries made in the prescribed column headed "Religious Creed" should show clearly to what particular religious denomination each inmate belongs. In the case of a child under 12 the creed of the father, or if this cannot be ascertained, or if the child is illegitimate, that of the mother, is to be deemed to be the creed of the child.

The register should always be kept by the master, or the officer for the time being acting as the master, and it is important that the entries should be punctually made and that the facts should be carefully ascertained in each case.

The Board request that these views may be communicated to the master of the workhouse, and that the creed register may in every case be kept in accordance therewith.

The Board direct me at the same time to refer to section 4 of 52 Geo. 3, c. 146, which directs that whenever the ceremony of baptism is performed in any other place than the parish church, or the chapel of any chapelry providing its own distinct registers, by any minister not being the rector, vicar, minister or curate of the parish or chapelry, the minister who performs the ceremony shall, on the same or the next day, transmit to the rector, vicar, or other minister of the parish or chapelry, or his curate, a certificate of such baptism in the form contained in schedule D. to the Act.

The Board understand that in some instances in which baptisms have taken place in workhouses this enactment has not been complied with.

It only applies where baptism is administered according to the rites of the Church of England, but in any such case its requirements should be observed, whether the officiating minister is the chaplain of the workhouse or some other clergyman.

The Board request that the guardians will be good enough to take such steps as may be necessary to secure compliance with the section.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

The Clerk to the Guardians.

Secretary.

CONSTRUCTION OF WORKHOUSE BUILDINGS.

POINTS TO BE ATTENDED TO IN THE CONSTRUCTION OF WORKHOUSE BUILDINGS.

The memorandum of the Local Government Board on this subject is under revision, but pending the completion of such revision the Board have issued a paper of "Extracts" from that

memorandum for the use of architects and others concerned in the construction of workhouse buildings, a copy of which is here printed. The articles relating to schools and the accommodation for children have been omitted from these "Extracts."

EXTRACTS FROM MEMORANDUM ENTITLED "POINTS TO BE ATTENDED TO IN THE CONSTRUCTION OF WORKHOUSE BUILDINGS."

1. The following are the several classes of paupers for whom accommodation has to be provided in large workhouse establishments:—

Aged and infirm	Of each sex.
Able-bodied	" "
Harmless lunatic and imbeciles	" "
Sick of all classes	" "
*	*	*	*	*	*	*

Infants.

Aged married couples.

Probationers	Of each sex.
Vagrants	" "

CLASSES OF INMATES.

2. Whether a workhouse be intended for all the classes referred to in par. 1, or only for a single class, or for a few of those classes, it is essential that there should be complete separation of the sexes, and also as far as may be of classes, and to this end distinct dormitories, day rooms, entrances, staircases, yards, waterclosets or earthclosets, lavatories, etc., should be provided for each sex and class.

3. A complete workhouse for a large union will ordinarily comprise the following distinct buildings:—

(a.) Entrance building.

(b.) Vagrant wards.

(c.) Main building.

(d.) Imbecile wards.

* * * * *

(f.) Sick wards.

(g.) Isolation wards.

Note.—In small workhouses where the number of inmates and officers is very limited some of the above mentioned separate buildings may be dispensed with.

GENERAL ARRANGEMENT.

4. In arranging the buildings of a workhouse, care must be taken to avoid aggregating large numbers of inmates in any single block, hence it will usually be necessary to sub-divide the several buildings into separate blocks or pavilions.

5. Blocks of buildings should not, except where unavoidable, be directly connected at a right angle, or at an acute angle.

6. Adjacent blocks of buildings should be placed sufficiently far apart to allow free access of light and air, and should also have, where practicable, such an aspect that the direct rays of the sun may pass between them during several hours of the day.

7. No building occupied by inmates as sleeping or day rooms should be

erected on the boundary of the premises unless at right angles thereto, or in such a manner that windows and ventilators are not required in the wall resting on the boundary.

8. One room, or a suite of rooms communicating directly with each other, should rarely exceed 100 feet in length.

9. It is desirable that the length of a ward or dormitory should be calculated according to the number of beds to be placed in it, and the requisite amount of wall space per bed, otherwise there might be waste of space and consequent unnecessary expense.

10. The doorways and fireplaces of dormitories should also for the same reason be arranged so as to interfere as little as possible with the space that would otherwise be occupied by beds.

11. Dormitories, wards, and day rooms for every class of inmate should be so arranged as to have adequate means of through ventilation by opposite external windows, distributed throughout their entire length.

12. With the exceptions of infants sleeping with their mothers and of aged married couples, every inmate should have a separate bed.

13. Each bed should stand in the centre of its own allowance of wall space; and the beds should be placed with their heads against the side walls of the ward or dormitory.

* * * * *

THE ENTRANCE BUILDING.

15. This building should comprise the apartments for the porter, including a small office, etc., also the vagrant and receiving or probation wards, with well ventilated rooms for storing paupers' own clothing. The board room and the necessary waiting rooms, clerk's office, strong room, etc., are also ordinarily arranged in connection with this building.

Note.—The vagrant wards do not invariably form part of the entrance building. Where the numbers of vagrants are large it is necessary to appoint special officers to superintend them. A stoneyard is also desirable in connection with the male vagrant ward. The vagrant wards should be near the main entrance, as it is inconvenient to allow the vagrants to traverse any considerable extent of the workhouse premises in going to and from their wards. It is further desirable that there should be but one general entrance to the workhouse for all purposes, and that it should be under the immediate supervision of the porter. A weighbridge at the entrance to the workhouse is generally found desirable.

VAGRANT WARDS.

16. Vagrant wards may be arranged as associated wards or on the separate cell system.

Note.—It is convenient sometimes to provide for vagrants on both the above systems. The separate cell system, being obviously more costly of construction, can be adopted for the ordinary number of vagrants, while the less expensive associated wards can be provided for any occasional excess of vagrants; or where associated wards are chiefly provided a few separate wards may be found convenient for those vagrants whom, from their habits and manners, it may be desirable to isolate from the others. Where the separate cell system alone is adopted, it is necessary to provide a suitable day room. This day room may serve as an extra dormitory for vagrants when all the cells are occupied.

17. Associated vagrant wards should be 18 feet in width and 12 feet in height.

18. Vagrants must not be made to sleep upon the floor.

Note.—Where ordinary bedsteads are not used the wards should be fitted with sleeping platforms or hammocks, the former being made of planks, either moveable or otherwise, arranged so as to allow of cleaning the floor beneath. The platforms should be divided into compartments 3 feet wide in the clear by boards 12 inches in height above the level of the pillows, every alternate division board in the female ward being made capable of removal by the attendant so as to accommodate women with children. The length of the compartments should be 6 feet 6 inches for males, and 6 feet for females. Stout canvas, or cocoa nut matting bound with leather, forms excellent and cheap material for hammocks.

VAGRANT WARDS ON THE CELL SYSTEM.

19. Vagrant wards on the separate cell system should provide accommodation of two kinds—

(a.) Ordinary cells to hold one person each.

(b.) Cells for women with children.

An ordinary sleeping cell must have—

A minimum width of	-	-	-	4 feet.
A minimum average height of	-	-	-	10 feet.
A minimum floor space of	-	-	-	36 feet.
A minimum cubic space of	-	-	-	360 feet.

A separate cell for women with children must have—

A minimum width of	-	-	-	5 feet 6 inches.
A minimum average height of	-	-	-	10 feet.
A minimum floor space of	-	-	-	54 feet.
A minimum cubic space of	-	-	-	540 feet.

Note.—It will be found, in order to meet all the requirements, that the most convenient dimensions for separate cells are—

Length	-	-	-	-	8 feet.
Width	-	-	-	-	4 feet 6 inches.
Height (average)	-	-	-	-	10 feet.

And for cells for women with children—

Length	-	-	-	-	8 feet.
Width	-	-	-	-	6 feet 9 inches.
Height (average)	-	-	-	-	10 feet.

20. Provision must be made for bathing the vagrants and for the supply of hot and cold water.

Note.—When the total number of vagrants of both sexes does not exceed seven or eight, one bath room will suffice, if provided with separate and suitable means of access for males and for females.

With larger numbers there should be a separate bath room for each sex, and baths should be provided at about the rate of one for every seven or eight vagrants.

The apparatus for heating the water for the baths may conveniently be arranged so as to warm the cells by means of distinct pipes in connection with the boiler. These pipes should be carried through each cell about six inches above the floor near the external wall, so as to warm the air admitted by the air-bricks, and should have a suitable valve or stop-cock for shutting off the hot water from them when not required.

Lavatory basins should be provided in the same proportion as the baths. Arrangements should be made for a sufficient supply of drinking water in the cells or wards.

21. Sleeping cells or wards must be so arranged that they may be reached from the bath room without passing through the outer air.

Note.—In the case of cells they should be arranged on one or both sides of a corridor which though enclosed should be thoroughly well ventilated by means of louvres in the roof, and windows where practicable. This corridor, which should communicate with the bath room, attendant's room, etc., must, if there be cells on both sides, be at least four feet wide, and if on one side only, at least three feet six inches in width. The opposite end wall of the cells is required to be either partially or wholly an external wall in order that air bricks and windows or ventilating gratings (*see par. 22*) may be inserted in it.

22. Provision must be made for the constant through ventilation of the cells when occupied, and also for thoroughly airing them when empty.

Note.—The cells must have at one end an external wall in which openings can be made for ventilation.

The simplest method of obtaining constant through ventilation at night is to provide an air brick in the external wall of each cell at the floor level, and a grating at least twelve inches by nine inches high up in the corridor wall. The air bricks should be covered on the inside with finely perforated zinc, and in order to break the force of the wind in exposed situations the inner opening should be placed either above or below or to one side of the outer one.

In order that the cells may be thoroughly well aired during the day time in all weathers a swing window eighteen inches by twenty-four inches should be provided high up in the external wall of each cell. The fastenings of these windows should be under the sole control of the attendants, the windows being opened only when the cells are unoccupied.

When the number of sleeping cells is considerable the windows should be arranged so that several of them may be opened or shut simultaneously by means of a rod with a crank attached to each sash.

Where there exists any strong objection to the small windows above recommended, the cells may be lighted by means of fixed skylights or glass slate; but ventilating gratings at least twenty inches by fifteen inches must then be provided in the external wall in place of the windows. These gratings must be capable of being closed at night.

Ventilating skylights are objectionable, as they cannot be opened in wet weather and are rarely water-tight when shut.

23. The division walls between the cells must be sufficiently solid to prevent communication between the occupants. Wood partitions are inadmissible.

24. Proper provision must be made to enable the vagrants in separate wards or cells to relieve the wants of nature.

Note.—The most satisfactory method of meeting this requirement is to provide in each cell an inexpensive sealed night stool, earth commode, or other approved contrivance of the kind. (A w.c. apparatus is inadmissible.) There will then be no excuse for any vagrant calling for the attendant except in case of illness or other unforeseen emergency. If the above suggestion be not adopted, closets must be provided and the attendants must be ready to take vagrants to them at any hour, while chamber utensils will still be required in the cell. If commodes be

provided, a suitable place will be necessary for emptying and cleansing them.

25. Provision must be made for the proper superintendence of the vagrants of each sex.

Note.—When the number of vagrants is small, and the cells are conveniently situated, the porter may superintend the males, and, if he be married, his wife the females. When, however, the numbers are large, it will be necessary to have separate attendants, and rooms should be provided accordingly.

26. The vagrants must be able to communicate readily with their superintendent.

Note.—A bell should be fixed in the attendant's room, and a pull in each cell or ward with suitable indicators to show who has rung.

27. Provision must be made for setting the vagrants to work.

Note.—Labour cells, if provided, should be six feet in length, about four feet in width, and have an average height of not less than seven feet. They should be provided with a hopper-grid in the external wall, through which the stone when broken should be thrown into a yard outside. They should not therefore be placed against the boundary wall of the workhouse premises. A convenient and economical plan is to arrange the labour cells against the external walls of the sleeping cells but at a rather lower level, so as to allow of the necessary doorway from the one to the other, and so that the roof of the labour cell may not interfere with the requisite window of the sleeping cell.

Stone-breaking sheds should be divided into bunks about six feet deep by four feet wide each, by means of partitions about five feet high.

The female vagrants may be employed in cleaning the cells, bath rooms, etc., or they may be made to pick oakum, which latter task may be performed in the sleeping cells.

28. Provision must be made for drying and disinfecting the vagrants' clothes.

Note.—Both these objects will be attained by the exposure of the clothes to a dry heat of about 250° F., or the clothes may be dried in the usual manner and disinfected by fumigation by burning sulphur. Care is necessary in disinfecting by heat to avoid burning the articles placed in the disinfecting apparatus.

RECEIVING WARDS.

29. Receiving wards should be ten feet in height, and allow forty feet of floor space to each bed.

30. The receiving wards should be provided with the requisite independent water-closet, bath, and lavatory accommodation, and should be capable of being warmed in winter.

31. There should be means of communication between the receiving wards and the bath rooms without passing through the outer air.

32. The occupants of the receiving wards should be able, by means of bells or otherwise, to communicate readily with the porter or other superintendent.

THE MAIN BUILDING.

33. This building should contain the accommodation for the adult inmates in health both aged and able-bodied, including suitable accommodation for aged married couples to live together, also apartments for the master and

matron, the general stores, the general dining hall, and the kitchen and the various other administrative offices.

Note.—It is important that the apartments for the master and matron should be actually within the administrative block rather than as a detached building. It is convenient to arrange them in view of the main entrance.

34. When the numbers are large provision should be made, as far as is practicable, for the sub-division of the classes. It is frequently convenient to sub-divide the able-bodied women into two or three classes, with reference to their moral character or behaviour, previous habits, or such other ground as may seem expedient.

35. Ordinary wards should be 18 feet in width for two rows of beds, and 10 to 12 feet in height.

* * * * *

36. The following is the minimum requisite amount of space per bed for adult inmates in health:—

	Wall Space irrespective of that occupied by Doors and Fireplaces.	Floor Space.	Cubic Space.
	ft.	ft.	ft.
In dormitories - - -	4	36	360
In dormitories for women with infants - - -	5	50	500
In dormitories occupied by in- firm inmates day and night	5	50	500

37. Day rooms for the inmates in health should be large enough to receive nearly the whole number of their respective classes; 15 feet as a minimum floor space should be allowed to each person in the day rooms of the adult inmates in health.

38. Day rooms and nurseries should be upon the ground floor, unless in the case of aged inmates some other arrangement be deemed desirable.

Note.—It may sometimes be requisite to provide dormitory accommodation on the ground floor for inmates who are too infirm to go up and down stairs.

39. Suitable workrooms should be provided in the respective yards for the adult inmates in health. They should be light, airy, and as spacious as day rooms.

40. A general washhouse and laundry should be provided. It should be a detached one-storey building, with an open roof and louvre ventilators therein. Proper means of keeping the floor dry, and for the protection of the feet of the women while standing at the wash tubs should be provided. A suitable drying closet is also requisite.

41. The general dining hall should be on the ground floor, and be well lighted, ventilated, and warmed, and convenient of access for the several classes. The ventilation should provide for the complete and rapid removal of the smell of food, etc., after meals. A minimum floor space of six feet should be allowed in it for each person.

42. Both the kitchen and the scullery should be conveniently near to the dining hall, and be one-storey buildings with ample means of roof ventilation

and of carrying off steam and the smell of food. Larders should be so placed and constructed as to be cool and well ventilated.

43. Yards for the aged should be enclosed with dwarf walls and palisades where consistent with due classification. These yards should be provided with suitable seats, and with open sheds for shelter in wet or inclement weather.

44. The walls enclosing the yards of the able-bodied should not be of greater height than is necessary for preserving classification and discipline. Ordinarily six or seven feet should be ample.

45. Refractory wards having a superficial area of not less than 60 feet each should be provided. They should have boarded floors, and be properly lighted and ventilated, and so arranged that the occupants cannot communicate with the other workhouse inmates. They should be furnished with suitable seats, and means of obeying calls of nature; and they should likewise be provided with means of inspection from without.

IMBECILE WARDS.

46. The imbecile wards should provide for the ready sub-division of the patients according to their habits and condition, and should be so arranged as to afford the utmost facility for the constant supervision of the patients.

47. As respects ventilation and all arrangements for the comfort of the occupants they should be regarded and treated as sick wards.

48. The requisite minimum space per head for this class of inmate is—

	Wall Space irrespective of Doors and Fireplaces.	Floor Space.	Height.	Cubic Space.
	ft.	ft.	ft.	ft.
In dormitories	5	50	10	500
In day rooms	—	20	10	200

49. The stairs connecting the various floors in the imbecile block should be constructed without well holes, and if the stairs are not arranged between two walls, the railings should be carried up to such a height as will preclude the possibility of accident.

50. In addition to the ordinary imbecile wards, it is necessary, at least in large workhouses, to provide wards for short-period lunatics pending removal to an asylum or otherwise. Padded rooms, with the requisite adjoining attendants' rooms, should be provided for the purpose of such temporary seclusion as may be necessary. The detail arrangements considered requisite in connection with these wards and rooms, etc., are described in a separate paper, which can be obtained on application to the Secretary of the Local Government Board, Whitehall, London, S.W. [See p. 545.]

* * * * *

SICK WARDS.

68. The sick wards should, as far as practicable, permit of the sub-division of the patients of each sex into the following classes :—

- (a.) {
- Ordinary sick :
1. Medical.
2. Surgical.

(b.) Lying-in women, with separate labour room adjoining the lying-in ward when necessary.

(c.) Dirty and offensive cases.

(d.) Itch cases.

(e.) Venereal cases.

(f.) Children.

(g.) Infectious fevers (*vide* Isolation Wards).

69. The infirmary should also contain ward-scelleries, and such kitchen offices, including small well-ventilated larders or safes for food, as the size of the building and its position relatively to the general kitchen may render necessary. Suitable accommodation should be provided for the nursing staff.

70. In any case where the number of sick is sufficient to justify a special establishment, it is desirable to arrange the infirmary so as to be under separate management from that of the workhouse wherever it is deemed necessary or advisable.

71. No single infirmary should, as a rule, be arranged for more than from 500 to 600 patients; any such separate infirmary should possess suitable apartments for a resident medical officer, also offices, surgery, and the rooms for the other necessary resident officers, such as matron, nurses, etc., etc., in such proportions as may from time to time be determined.

72. The itch and venereal wards should be so arranged that the patients occupying them may not come in contact with the other patients. These wards, moreover, should be respectively provided with distinct watercloset and lavatory accommodation.

73. The following minimum amount of space per bed is necessary in sleeping wards :—

	Wall Space, irrespective of that occupied by Doors and Fireplaces.	Floor Space.	Cubic Space.
	ft.	ft.	ft.
Wards for ordinary sick - -	6	60	600
Itch and venereal - - -	6	60	600
Wards for lying-in, etc. - -	8	80	960
Offensive cases - - -	8	80	960
Children - - - - - }	5 if the wards are 20 ft. in width.		
	6	18	„

74. Sick wards to hold one row of beds only should not be constructed, but in the case of already existing rooms when appropriated to the sick they should have a width of at least 12 feet, the gangway and fireplace being if possible on the side opposite the beds.

75. Day wards for the sick should afford accommodation at the rate of 20 feet superficial of floor space per patient for not less than one-half of those who occupy the day and night wards.

Note.—If the sick wards are not less than 24 feet in width, the provision of separate day rooms is not so necessary.

76. Day wards should ordinarily be upon the ground floor, and should have ready communication with the airing yards, but in large infirmaries some

day-room accommodation should also be provided on the upper floors for those who are unable to get up and down stairs.

77. Sick wards should be 20 feet in width if the fireplaces are at the side or in the end walls, and 24 feet in width if they are in the centre. They should be from 10 to 12 feet in height.

78. In the case of small infirmaries a room or suite of rooms may be connected with a similar suite in the same line by the central part of the building in which would be placed the apartments of the nurses and other officers.

79. The walls of all sick wards should be plastered internally with some hard and non-absorbent plaster, or should be painted to a height of six feet with some material which can be thoroughly washed and purified without vacating the ward.

80. Yards for the sick should be as open and cheerful as possible, but must be enclosed with such dwarf walls and palisades as are necessary for due classification. They should be furnished with seats and covered places of refuge in wet weather.

81. In the cases in which hot water is not laid on or very near to sick wards the grates should be provided with self feeding boilers of adequate size.

ISOLATION WARDS.

82. The isolation wards for fever, small-pox or other infectious cases, if at the workhouse, should be so placed as, with ordinary precautions, to preclude the possibility of the spread of infection from them to the other parts of the establishment. Independent provision for cooking, etc., should be provided. It is further desirable that where practicable the building should contain distinct accommodation for the safe treatment of at least two different kinds of infection.

Note.—In regard to the provision for isolating cases of infectious disease at workhouses, it should be considered whether arrangements cannot be made for the reception of paupers suffering from any such disease into some local public hospital for the purpose, or into the hospital provided by the sanitary authority under the provisions of s. 131 of the Public Health Act, 1875, the provision at the workhouse being in that case limited to such accommodation as may be necessary for the prompt isolation of any inmate suspected of having contracted a dangerous infectious complaint. It is very important that such arrangements as those referred to should be made wherever possible.

It is essential that any building intended to contain infected persons or things should be placed at least at a distance of 40 feet from the boundary of the workhouse premises; and a like distance should exist between every such building and the boundaries of the hospital site next the rest of the workhouse premises.

83. The following minimum amount of space per patient should be provided in wards for infectious cases :—

Wall Space.	Floor Space.	Cubic Space.
ft. 12	Sq. ft. 144	Cubic ft. 2,000

Note.—It will be found that if the above amount of floor space be adhered to, the requisite cubic space can only be obtained by adopting a height of

some 14 feet, and as this height would be somewhat excessive in other than wards of greater length, or for larger numbers of patients than are likely to be provided at workhouses, it is recommended that the more ordinary height of, say, 12 or 13 feet should be adopted, and the floor space be correspondingly increased. Thus, if the floor space per bed be calculated at 12 by 13 feet, the height of the ward necessary to secure the prescribed amount of cubic space will have to be nearly 13 feet (12·82 feet).

84. Adequate means of disinfecting linen, clothes, bedding, etc., should be provided at a convenient distance from the isolation wards, and a detached washhouse for washing infected linen, etc., should also be provided.

GENERAL.

85. Suitable store rooms for linen and clothing of the several classes of inmates and for dry and other goods should be provided in convenient situations. These should be properly lighted and ventilated.

86. A suitable dead-house should be provided. It should be a detached one-storey building with ample ventilation at the roof as well as at the sides. It should have suitable water supply and drainage.

87. Special means of ventilation, apart from the usual means of doors, windows, and fireplaces, should be provided, and so arranged that each ward may be brought into constant communication with the outer air. No plan is recommended for universal adoption. Adequate inlet and outlet openings, which admit of ready access for cleansing, should be provided by means of valves, tubes or other suitable appliances, and where practicable arrangements should be made for warming the incoming air when necessary. Ventilating fireplaces, providing when in use a constant supply of warmed fresh air, are found to be very useful. It is very desirable that where hot water pipes are used they should run round the wards, and be so arranged that a portion of the fresh air admitted into the room may pass over them and so be warmed. Another simple method of ventilating a ward is to make the window sashes, when double hung, so that the bottom rail of the lower sash shall be of such extra depth as will allow of the sash being raised sufficiently to admit a current of air at the meeting rails without necessitating an opening at the cill.

88. Arrangements should be made for the distribution of hot and cold water where necessary in the quantities needed for all purposes. Care should be taken to place the cisterns so as to be easy of access for inspection and periodical cleansing; and the pipes where the water in them will not be likely to be affected by frost.

89. Where no other system of warming is adopted fireplaces should be provided in all inhabited rooms. As a general rule wards 30 feet or less in length require one fire; 30 to 60 feet in length, two fires, and so on; the fireplaces in the dormitories being arranged so as to interfere as little as possible with the bed space, and those in the day rooms being placed so that the inmates may sit round them without being exposed to draughts from the doors.

90. External windows should be filled in with double hung wooden sashes, and should extend to within 1 foot of the ceiling and to 3 feet or 3 feet 6 inches from the floor of the ward. The amount of window surface in a ward should bear a proportion to the cubic contents of the ward of about 1 square foot of window surface to about every 70 or 80 cubic feet of space in the ward. The windows should ordinarily be placed about 8 feet or 10 feet apart from centre to

centre. Windows are not to be glazed with ground or opaque glass except for special reasons to be approved by the Local Government Board.

91. Waterclosets, earthclosets and slop sink closets in connection with buildings should be placed in projections from the building with an intervening lobby between them and the adjoining rooms. External windows arranged so as to ensure thorough cross ventilation should be provided in this intervening lobby as well as in the closets themselves. Casing up of apparatus should be avoided as far as possible.

92. Drains from buildings should be constructed of glazed stoneware pipes not less than 4 inches in diameter laid in direct lines, and with uniform gradients between the points where they change direction, with watertight joints, and manholes or lampholes for inspection at the points of junction or change of direction. The soil pipes of waterclosets and slop sinks should be of lead or iron, and not less than 4 inches in diameter, and should be fixed outside the building and be carried up without diminution of diameter in such a manner as to allow a safe outlet for drain air.

93. No drains should pass under any building, but all drains should terminate outside the buildings, and the waste pipes from sinks, lavatories and baths, the overflow pipes from cisterns and tanks, etc., should be taken through the external wall into the open air and discharge visibly on to a surfaced channel leading to a trapped gully grating at least 18 inches distant. Special care must be taken to ensure the proper ventilation of the drains, and also to preclude the entry thereto of sewer air. For this purpose a suitable trap must be provided in the drains as near to their outfall or junction with the public sewer as possible, and a suitable and sufficient opening for ventilation should be provided in the drains immediately above this trap, a second opening being also provided in the highest point in the drains. Other intermediate openings for ventilation may also be provided, but if suitable inspection holes are formed as suggested in par. 74 they may ordinarily be made to answer the purpose. Means of flushing the drains by the discharge of a body of water at the head of the drains should also be provided.

94. Glazed stoneware or enamelled iron slop and waste water shoots should be provided in suitable positions on the bedroom floor of all large workhouse buildings.

95. The sewage of the workhouse premises, whether or not it contain matters from waterclosets, should be conveyed whenever possible into the public sewer or, after such straining or other treatment as may be necessary, on to suitable land for irrigation. If this cannot be done it should be carried into impervious tanks placed at such a distance from inhabited buildings as to preclude any nuisance. The tanks must be properly ventilated, and have arrangements for the delivery of their contents at frequent regular periods to properly prepared ground. So far as waterclosets are not in use, the excremental matters may be disposed of on the dry earth system, or, in the case of closets outside buildings may be received into a pail under the closet seat, and be afterwards applied to properly situated land.

Note.—It must be understood that the application of sewage to land, and the collection and disposal of excremental matters on the dry earth system, require that certain appliances for them should be provided and maintained, and that certain service requisite for keeping them free from nuisance shall be regularly supplied; and no plan for thus dealing with sewage or excrement is admissible except on condition that the necessary appliances and service must be provided. The earth used must be garden mould,

containing organic matter, and properly dried and sifted. All excrementary matters applied to the land must be so disposed of before putrefaction has commenced.

96. In addition to the ordinary means of water supply to the workhouse, the rain water from the buildings should be collected in covered tanks conveniently placed for the purposes of the wash-houses. It may be desirable to provide means of filtering the rain water.

97. The airing yards for all the classes of inmates should have the best practical aspect. If the yards are partially or wholly paved with stone or brick or asphalted or gas tarred, it will frequently be found preferable to a covering of gravel. All yards should be formed so that the water may readily pass off into the drains. Airing yards should be trained to channels and gratings at the sides, so as to leave the centre space free for use.

98. The external walls of all buildings of two or more stories in height, and of one-storey sick wards and school-rooms, should, if of brickwork, be not less than 14 inches thick, and if of stone, not less than 18 inches thick.

99. A proper damp course should be provided in the walls of all new buildings slightly above the level of the ground adjoining the walls, and below the floor timbers. In some cases it may be desirable to construct the external walls hollow.

100. The staircases should be constructed as "return staircases" 7 feet in width, and have stone stairs $3\frac{1}{2}$ feet wide. The stairs should be supported on iron strings or be properly tailed into the walls, and the landings supported on iron girders. All the steps should be "flyers," none exceeding 7 inches rise, and those to the wards of sick and children not exceeding $6\frac{1}{2}$ inches rise. Steps of the former rise should have 10 inches tread, and of the latter rise 11 inches tread.

101. The floors of inhabited rooms should be boarded, and the boards tongued and grooved, or they may be formed of wood blocks on concrete; the floors of waterclosets, bath rooms and lavatories may be similarly floored, or may be paved with tiles or some other form of washable and impervious floor, in which case wooden gratings to stand upon are indispensable.

102. All sleeping rooms should be ceiled at the level of the wall plate.

103. The timber used in the construction of workhouse buildings should be Baltic fir and English oak properly seasoned.

104. Means of escape in case of fire should be most carefully considered. In all inhabited buildings of more than one storey in height the wards and dormitories in the upper stories should be provided with alternative means of exit in order that, in the event of the staircase or corridor in one direction being rendered impassable by reason of smoke or heat, escape may be safely effected in another direction.

105. The plans, sections (longitudinal and transverse) and elevations for new workhouse buildings, or for alterations to existing buildings, are to be drawn to a scale of $\frac{1}{16}$ th of an inch to a foot, unless from the extent of the intended buildings the use of this scale would render the size of the plans inconveniently large. They should show in addition to the usual details the proposed number and position of the beds in several wards, and should be accompanied with a general plan drawn to a scale of $\frac{1}{16}$ th of an inch to a foot of the entire premises (exclusive of the intended agricultural land), showing the site of the proposed works, the course of the drains and their outfall, and the position of any intended sewage and water tanks. Further, figured dimensions should be given, the points of the compass should be clearly indicated, and the specification

of works, and also a description of the general system of heating and ventilation, should accompany the plans.

106. All plans of new buildings should be submitted in sketch outlines to the Local Government Board before detailed plans and drawings are prepared, so that all defects of construction and arrangement may be duly considered and detected before any expense in the preparation of complete plans has been incurred.

HUGH OWEN,
Secretary.

Local Government Board,
Whitehall,
September, 1891.

The late Mr. Gordon Smith, F.R.I.B.A., for many years architect to the Local Government Board, shortly after his retirement published a work entitled "Hints and Suggestions as to the Planning of Poor Law Buildings" (Knight and Co.), in the course of which the foregoing "Extracts" are quoted and copiously annotated.

TABLE OF THE MINIMUM AMOUNT OF SPACE REQUIRED FOR THE SEVERAL CLASSES OF INMATES ACCORDING TO THE FOREGOING MEMORANDUM.

<i>Day Rooms—</i>						Floor area per head.	
For Adults in health	15 square feet.	
„ Imbeciles	20	„ „
„ Sick	20	„ „
<i>Receiving Wards</i> (10 feet high)						40	„ „ per bed.

<i>Dormitories occupied by night only—</i>	Minimum Space per Bed.		
	Wall Space. ft.	Floor Area. ft.	Cubic Space. ft.
For Adults in health	4	36	360
„ Women with Infants (each pair)	5	50	500
„ Imbeciles	5	50	500

<i>Wards occupied by day and night—</i>								
For the Infirm	5	...	50	...	500
„ Ordinary Sick Cases	6	...	60	...	600
„ Itch and Venereal Cases	6	...	60	...	600
„ Lying-in Cases	8	...	80	...	960
„ Offensive Cases	8	...	80	...	960
„ Isolation	12	...	144	...	2,000
„ Sick Children	{	5 if Wards 20 feet in width.			
					6	„	18	„

A memorandum on the construction of Poor Law Infirmaries, accompanied by plans, was prepared in the Architect's Department of the Local Government Board in 1906.

Before the formal approval of the Local Government Board to any plans is given, an estimate on the annexed form is usually required.

_____ Union.
_____ Workhouse.

Proposed new _____

ESTIMATE OF COST.

The form, so far as it is applicable, should be filled up with the cost of the several items specified in it.

DETAILED ESTIMATE OF COST.

	£	s.	d.	£	s.	d.
I.—PURCHASE OF LAND - - - -						
II.—COST OF STRUCTURE OF BUILDING, _____cubic feet, @_____per foot - -						
III.—COST OF WORKS OF DRAINAGE - -						
IV.—COST OF WORKS OF WATER SUPPLY -						
V.—FITTINGS AND FIXTURES, including Engineer- ing Works connected with						
Laundry and Washhouse - - - -						
Cooking Apparatus and Appliances - -						
Boilers, Steam and Hot Water Supply, and Heating Apparatus - - - -						
Gas-making and Distributing Apparatus, &c., &c. -						
VI.—BOUNDARY WALLS AND FENCING - -						
VII.—DIGGING, CARTING, LEVELLING, including Roadmaking - - - -						
And laying out Grounds, Stocking, Planting, &c. -						
VIII.—FURNISHING GENERALLY - - -						
IX.—ARCHITECT'S CHARGES - - -						
QUANTITY SURVEYOR'S DITTO - -						
SALARY OF CLERK OF WORKS - -						
COST OF RAISING LOAN - - -						
CONTINGENCIES - - - -						
TOTAL - -						

Date _____

Signature _____

MEMORANDUM ON THE PROVISION OF GROUPED COTTAGE HOMES FOR CHILDREN.

[JANUARY 13TH, 1904.]

- Definition. 1. By the expression "grouped cottage homes" is meant cottages in a self-contained community or group of cottages as opposed to cottages rented or built in various parts of a poor law union.
- Site. 2. In the selection of a site the following conditions should be considered :—
 Accessibility, both for building and administrative purposes.
 Water supply.
 Drainage facilities.
 Aspect and subsoil.
 Proximity of schools, church, etc.
 Cost and value of land.
- Area. 3. The area of the site to be acquired will of course depend on the number of children for whom accommodation is to be provided. A quarter to one-third of an acre per cottage will be sufficient. In addition there should be adequate land for recreation ground, for training the children in gardening, for the supply of vegetables, etc., and for such buildings as schools, infirmary, work-shop, baths, laundry, if required. For all the above purposes, one acre to every ten children may be taken as a rough guide. If the sewage has to be disposed of on the site, additional land will be needed for the purpose.
- Drainage and sewage disposal. Preference should be given to a site where a watercarriage system of drainage which can be connected to a sewer is practicable, but where this is impracticable the sewage may be disposed on land after filtration either on or off the site of the homes, provided, in the latter case, the area is sufficient. Earthclosets may be used, in which case storage for dry earth should be made, and a piece of land set apart for the burial of the excreta.
- Receiving Home. 4. Where the cottage homes are too distant for the immediate removal there of children arriving at the workhouse, a receiving home at or near the workhouse will be required in which the children can be lodged pending their removal, and in which the class of children known as ins-and-outs may be accommodated. (See sketch plans.)
- Cottages. 5. The cottages should be designed to accommodate 10 to 12 children each. The maximum number of children that the Board would allow to be placed in one cottage is 15.
- The cottages may be detached or semi-detached, and the buildings must be simple and economically arranged.
- The principal room will be the living-room, or kitchen, which should be of sufficient size to enable the children to take their meals in it. Where the number of children to be accommodated in a cottage exceeds 10, a second and smaller room for occasional use may be provided.
- No specific area has been prescribed for the rooms on the ground floor; their area will depend mainly on the size and number of the bedrooms on the first floor.
- There should be on the ground floor a scullery, larder, store room and lavatory. A place for coals, etc., and w.c.'s should be provided outside. A bath of enamelled stoneware or other suitable material may be fixed in the scullery or in a separate bathroom.
- It is not essential that the lavatory should be specially fitted up. Arrangements for washing can be made by means of ordinary unfixed basins and taps, with facilities for emptying the basins after use.

A small washhouse for the use of each cottage or pair of cottages can be arranged behind the offices.

On the first floor should be the bedrooms for the children, each having a minimum cubic capacity of 300 feet per child, a bedroom for the mother, and a linen store.

If practicable, a small additional bedroom should be provided for a sick child, though in small-sized cottages it will be sufficient if one of the bedrooms ordinarily used by the children is small enough to allow it to be occupied by one or two children only, and the mother's room is large enough to take a child's bed. In case of illness the small bedroom could then be made available for the sick child.

Arrangements should be made by which access can be readily had to the dormitories from the outside in cases of emergency. In semi-detached cottages a door may be placed in the dividing wall for use in such cases.

The ventilation of day rooms and dormitories, especially where they are to contain more than five or six children, should be by means of windows in opposite external walls. The minimum of 300 cubic feet per child in bedrooms is based on the assumption that good and constant ventilation will be secured, and that the number of children in each room will be quite small.

Nine feet is recommended as the minimum height for a room. If the height is increased the room may be carried partly into the roof.

The accompanying plans may be found useful in the preparation of schemes for grouped cottage homes.

6. The children on arrival should be placed in a cottage for a period of probation, and in order that this may be done a cottage or pair of cottages should be erected near the entrance to be used for probationary purposes. Probation.

7. Where an infirmary is provided it should contain accommodation for about 4 per cent. of the children. The building should be self-contained, and be arranged on the lines of an ordinary hospital. Each side should be disconnected by a cross-ventilated lobby from the centre, which should consist of the administrative department, comprising kitchen, offices, doctor's room, and nurses' rooms. Infirmary.

Each side should contain a general ward, and one or two small rooms for separation or day room purposes.

The wards should be 18 or 20 feet wide, with a wall space of 6 or 5 feet (according to width), and a cubic space of not less than 550 cubic feet per bed.

Waterclosets (one to ten persons) and a hospital sink should be provided on each side, in a properly arranged projection. Each side of the building should also contain a bath-room and lavatory basins, a small pantry for crockery with wash-up sink, and a small ventilated food cupboard.

8. The number of children received into a group of cottage homes must not exceed 300, but where a larger number (not exceeding 600 children) have to be accommodated, provision may, in order to reduce the cost, be made for two groups of homes on one site with a neutral area of land between them on which may be placed such subsidiary buildings as will serve for both groups, namely:— Two groups of Cottage Homes on one site.

The administrative department, containing committee room, offices, stores, etc.

The executive block, containing general laundry, boilers, workshops, gymnasium and swimming bath.

The infirmary.

Where two groups of cottages are erected on one site it is advisable to

provide, in addition to the infirmary, a small building for the isolation of infectious diseases arising amongst the children; this should consist of a pair of small wards, with a nurse's duty room and a bedroom between; a small washhouse should also be provided.

The remaining portion of land lying between the two groups may be utilised as a playing field common to the two groups.

Accommodation for boys may be provided in one group and for girls in the other, the groups being in charge of separate officers.

Each of these officers should have detached quarters on his or her side, and in the matron's house accommodation should be provided for some of the older girls who may there be trained for service.

Accommodation for a steward will be required where the number of children is large. This may be provided in connection with the stores or administrative department.

Schools.

9. Every effort should be made to secure a site near to schools and churches, etc., which will be available for the use of the children. When, however, it is necessary to build schools specially for the children, these should be generally on the lines laid down by the Board of Education. Where a hall is provided it should preferably be so arranged that it may serve as a recreation or service room for the institution generally. The school should be so placed upon the site that if hereafter it should be found desirable that the school should be transferred to the Local Education Authority this can readily be done.

The infants' school may be combined with the boys' and girls' school.

Local Government Board,

January 13th, 1904.

[The plans which accompanied the Memorandum can be obtained from the Architectural Department of the Local Government Board by Guardians contemplating the erection of Cottage Homes.]

INSPECTION OF EDUCATIONAL WORK IN POOR LAW SCHOOLS.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

March 14th, 1904.

SIR,—I am directed by the Local Government Board to state that the subject of the inspection of educational work in poor law schools by the Board of Education has been under consideration for some time past, and that arrangements have now been made under which this inspection will be transferred from the Local Government Board to the Board of Education.

The transfer will take effect on the 1st April next. It will apply only to educational work, and will not in any way affect the control of the Local Government Board over other matters in connection with poor law schools.

At present the inspection of the educational work in these schools is conducted on behalf of the Board by Mr. Mozley and Mr. Byam Davies, who on the date named will become officers of the Board of Education; and thenceforth the inspection of educational work in all schools under the management of boards of guardians and of managers of poor law school districts will be performed by inspectors of the Board of Education.

The grant in respect of drawing and manual instruction will be administered by the Board of Education, and may be revised shortly. The grants in respect of the remuneration of teachers (including industrial trainers) in poor law

schools will, subject to any reconsideration of the matter hereafter, continue to be certified and paid as at present. In certifying the sums to be paid, the Local Government Board will act on information supplied to them by the Board of Education.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

The Clerk to the Guardians or Managers.

Secretary.

TRAINING PAUPER BOYS FOR THE SEA SERVICE.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

May 17th, 1904.

SIR,—I am directed by the Local Government Board to state that they wish to draw the attention of the guardians to the advantages resulting from the use of training ships for the instruction and maintenance of boys, and to the advisability of utilising to an increased extent this means of training for the boys under their care.

I am to forward for the information of the guardians the accompanying copy of a statement giving the names and stations of training ships in which, as the Board understand, pauper boys may be received, and the number of vacancies at present on these ships. An illustrated edition of a paper read by Mr. Geoffrey Drage before the Central Poor Law Conference, on "The Advantages of Training Ships for Poor Law Boys," is enclosed, and the Board are desirous of bringing it under the notice of the guardians. They are strongly of opinion that good results would ensue if a larger number of boys were sent to these ships, and they recommend that the guardians, where the boys under their care are sufficiently numerous, should cause to be submitted to them periodical lists of the boys who appear to be eligible for training of the kind contemplated.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

The Clerk to the Guardians.

Secretary.

LIST OF TRAINING SHIPS.

Name of Ship.	Where stationed.	Number of vacancies.
Arethusa	Off Greenhithe	100
Clio (<i>a</i>)	Menai Straits, Bangor	16
Exmouth... ..	Off Grays	20
Formidable (<i>a</i>)	Off Portishead, near Bristol	15 to 20
Indefatigable (<i>b</i>)	New Ferry, Birkenhead	30
Mercury (<i>b</i>)	Hamble, Southampton	60 to 70
Mount Edgcumbe (<i>a</i>)	Saltash	40
Southampton (<i>a</i>)	Hull	33
Warspite	Charlton	None at present*
Wellesley (<i>a</i>) (<i>b</i>)	North Shields	5
"	Preparatory School at South Shields	12

Note.—Ships marked (*a*) are certified industrial schools. Ships marked (*b*) are certified by the Local Government Board under the Poor Law (Certified

* It was subsequently intimated that the *Warspite* had a considerable number of vacancies.

[25 & 26 Vict.
c. 43.]

[42 & 43 Vict.
c. 54.]

Schools) Act, 1862 (see p. 640). Except in the case of the *Exmouth* and of the ships marked (b) application should be made for the Board's consent to the payment of a subscription under s. 10 of the Poor Law Act, 1879, in respect of each boy sent to the ship by guardians (see p. 742).

As regards the *Exmouth*, guardians should enter into an agreement with the managers of the metropolitan asylum district and submit the same for the Board's approval.

The number of vacancies, in each case, can only be taken as approximate.

FAMILIES OF DISCHARGED PRISONERS.

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,
February 23rd, 1905.

SIR,—I am directed by the Local Government Board to advert to their circular letter of the 19th August, 1904, respecting the discontinuance of the practice which had been adopted in certain unions of sending the wives and children of prisoners to meet them at the prison gates on their discharge.

The Board learn that in 1901 the Prison Commissioners assented to an arrangement proposed by the guardians of the Fulham Union whereby, under directions given by the Commissioners, the governors of London prisons permit the service on behalf of the guardians of a notice upon a prisoner, before his discharge, notifying the chargeability of his family, and pointing out the necessity of his making provision for their future maintenance.

In the event of the transfer of a prisoner to a country prison the governor is required, under this arrangement, to send the notice after him with a view to service being effected there.

The Board understand that this system has worked well. It prevents the setting up of the plea of ignorance which has on some occasions been accepted by magistrates in the case of ex-prisoners charged with neglect to maintain their families, and the Board recommend the adoption of this system where the local circumstances appear to require steps of such a nature.

The Board learn from the Secretary of State that he will cause to be issued to governors of all prisons instructions similar to those given to governors of London prisons by the Prison Commissioners.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

Secretary.

The Clerk to the Guardians.

[See also the note to Art. 1 (6) of the Out-door Relief Prohibitory Order, at p. 152.]

SPECIMEN FORMS OF ORDERS AUTHORISING THE FORMATION OF RELIEF COMMITTEES, AND THE APPOINTMENT OF CERTAIN OFFICERS, AND PRESCRIBING THEIR DUTIES.

RELIEF COMMITTEES.

The following is the form of order usually issued where the Local Government Board empower boards of guardians to deal with applications for relief by means of committees meeting in different parts of the union.

Where the order contemplates that the committees will all meet at the same place as is appointed for the meetings of the guardians, Art. 2 is modified by the omission of the words, “or at such other place as the guardians may, with our approval, appoint.”

In some instances the use of relief order sheets instead of the relief order book has been authorised, such sheets to be bound up into books at the end of each half-year or year as the guardians may direct.

UNION OF _____.

To the Guardians of the Poor of the Union of _____ ;—

To the Overseers of the Poor of the Union of _____ ;—

And to all others whom it may concern.

Whereas it is expedient that the Guardians of the Poor of the Union of _____ should be empowered to appoint a committee or committees for the purpose of hearing and determining applications for relief by paupers belonging to that union.

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby order as follows: that is to say,—

Art. 1.—The guardians of the poor of the said union may at any ordinary meeting appoint one or more committee or committees, hereinafter termed the relief committee or relief committees, each consisting of not less than three guardians, and may from time to time assign to any such relief committee the whole or part of the district of any of the relieving officers of the said union.

Art. 2.—Every relief committee shall meet at the same place as is appointed for the meetings of the guardians, or at such other place as the guardians may, with our approval, appoint, and at such times as the guardians shall appoint.

Art. 3.—Every relief committee shall at every meeting appoint one of themselves to preside as chairman at that meeting, and shall cause minutes of their proceedings to be kept in a book to be provided for that purpose by the board of guardians. The minute book shall be laid before the board of guardians at each of their ordinary meetings.

Art. 4.—Every relief committee so appointed may hear and determine all

applications for relief on account of poor persons residing or being in the district or part of the district which may have been so assigned to such committee, and may give all directions respecting the continuance of relief to poor persons belonging to such district or part of the district, in such manner as the guardians of the union, acting as a board, are now or may hereafter be authorised to do; but an order for relief given by any such committee shall not be valid unless a majority of the members of the committee then present concur in such relief, nor unless three members, at least, be present when such order is made.

Art. 5.—Nothing contained in this order shall at any time prevent the guardians, acting as a board, from rescinding or altering any order of a relief committee in regard to relief not previously administered, or from considering and deciding on any application for relief from any poor person, or from determining on the continuance or cessation of any weekly or other allowance of relief which shall not have been actually given.

Art. 6.—Every relieving officer whose district or any part thereof is assigned to a relief committee shall submit to the committee at every meeting a book to be termed the Application and Report Book, which shall, except in so far as we may assent to a departure therefrom, be in the form prescribed by the general order of the Poor Law Board, dated the fourteenth day of January, one thousand eight hundred and sixty-seven, and a note of the decision or direction of the committee upon every application for relief, whether the application be made directly to the committee or through a relieving officer, shall be inserted at the meeting of the committee in the proper columns in such book, and authenticated in the proper column by the initials of one of the members of the committee or of the clerk to the board of guardians.

Art. 7.—A relief order book according to the form prescribed by the said general order of the Poor Law Board, dated the fourteenth day of January, one thousand eight hundred and sixty-seven, except in so far as we may assent to a departure therefrom, shall be kept for the use of each relief committee, and the first four columns in such book shall, as far as practicable, be entered up by the clerk before each meeting of the committee, and the remaining columns containing the particulars of the decisions or directions of the committee shall be filled up at the meeting by one of the members of the committee or by the clerk, and be signed by the presiding chairman of the committee.

Art. 8.—The relief order book, filled up and signed as above required, shall be laid before the board of guardians at each of their ordinary meetings, and thereupon the clerk shall enter on the minutes of the board of guardians a record of the fact of such book having been so laid before them.

APPOINTMENT OF SUPERINTENDENT RELIEVING OFFICER: DUTIES.

UNION.

To the Guardians of the Poor of the _____ Union; —
To the Relieving Officers of the said Union; —
And to all others whom it may concern.

Whereas by certain orders of the Poor Law Commissioners, the Poor Law Board, and the Local Government Board, provision is made in regard to the

appointment, qualification, duties, remuneration and tenure of office of relieving officers of the Union;

And whereas the guardians of the poor of the said union have divided the said union into several relief districts for the appointment of relieving officers, and it is expedient that the said guardians should be empowered to appoint an officer, to be termed the Superintendent Relieving Officer of the union, to perform the duties hereinafter set forth:

Now therefore we, the Local Government Board in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows:—

Art. 1.—The said guardians may, as and when they may think fit, appoint an officer, to be termed the Superintendent Relieving Officer of the union.

Art. 2.—The duties to be performed by the said officer shall, unless we otherwise direct or approve, be as follows; namely—

1. To exercise a general superintendence over the officers of the out-relief department of the union in the performance of their duties, and to see that the regulations made by the guardians with regard to the administration of out-relief are strictly adhered to.
2. To attend all the meetings of the relief committees of the board of guardians, and to see that the directions of the Board (relating to relief or applicants for relief) and of such committees are duly carried out; also, to attend any meeting of the board of guardians, or any committee thereof, when so required by the guardians or such committee.
3. To carry out the instructions of the guardians with regard to the investigation of cases of paupers or applicants for relief, independently of any inquiries made by the relieving officers into such cases.
4. To visit periodically, or when directed to do so by the guardians, any pauper receiving relief whom the guardians may direct him to visit, and to make inquiries in any case where doubt exists as to the advisability of granting relief.
5. To examine the various books kept by the officers of the out-relief department of the union, and to see that such books are duly and properly kept.
6. To make inquiries and report to the guardians with respect to proceedings to be instituted against offenders under the Vagrancy Act, 1824, and the Acts amending or extending the same, and to assist, under the direction of the clerk to the guardians, in the prosecution of such offenders. [5 Geo. 4, c. 83.]
7. To arrange for and conduct the removal of paupers to their places of settlement, and to perform, under the direction of the guardians, such other duties of a similar character as may necessitate travelling beyond the limits of the union.
8. To observe and execute all lawful orders of the guardians applicable to his office.

Art. 3.—The provisions of the orders for the time being in force in the said union applicable to the mode of appointment, qualification, remuneration, and tenure of office of a relieving officer shall apply to the officer to be appointed under this order.

APPOINTMENT OF GENERAL RELIEVING OFFICER: DUTIES.

_____ UNION.

To the Guardians of the Poor of the _____ Union ;—

To the Relieving Officers of the said union ;—

And to all others whom it may concern.

Whereas by certain orders of the Poor Law Commissioners, the Poor Law Board, and the Local Government Board, addressed to the guardians of the poor of the _____ Union (amongst others), provision is made in regard to the appointment, qualification, duties, remuneration, and tenure of office of relieving officers of the said union ;

And whereas the said guardians have divided the said union into several relief districts for the appointment of relieving officers, and it is expedient that the said guardians should be empowered to appoint an officer; to be termed the General Relieving Officer of the union, to perform the duties hereinafter set forth :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows :—

Art. 1.—The said guardians may, as and when they think fit, appoint an officer, to be termed the General Relieving Officer of the union.

Art. 2.—The duties to be performed by the said officer shall, unless we otherwise direct or approve, be as follows ; namely,—

1. To inquire into and report upon the circumstances of any persons receiving or applying for relief, and of their relatives, at such times and in such manner as the board of guardians, or any relief committee of the guardians, may direct.
2. To remove paupers to their places of settlement beyond the limits of the union when required to do so.
3. To make inquiries and report to the guardians with respect to proceedings to be instituted in cases in which the guardians are authorised to prosecute offenders under the Vagrancy Act, 1824, and the Acts amending or extending the same, and to assist, under the direction of the clerk to the guardians, in the prosecution of such offenders.
4. To act temporarily as the relieving officer of any relief district during the absence or incapacity of the officer of such district.
5. To perform such of the duties of any of the relieving officers as would take such relieving officer beyond the limits of the union.
6. To visit and report upon the cases of non-resident poor chargeable to the union when required to do so by the clerk to the guardians.
7. To visit apprentices and young persons sent to service from the workhouse of the union when required, and to report the results of his inquiries to the guardians.
8. To make the payments required to be made by relieving officers under Art. 2 of the Boarding of Children in Unions Order, 1889, to visit the children boarded out within the union, and to make the report required by Art. 3 of that order.
9. When required to do so by and under the direction of the clerk to the guardians, to apply for and obtain—
 - (a.) The execution of warrants against persons leaving their families chargeable to the union.

(b.) Service of summonses against persons neglecting to maintain their families or other relatives.

(c.) Orders in bastardy.

10. To observe and execute all lawful orders and directions of the guardians applicable to his office.

Art. 3.—The provisions of the orders for the time being in force in the said union applicable to the mode of appointment, qualification, remuneration and tenure of office of a relieving officer shall apply to the officer to be appointed under this order.

APPOINTMENT OF STOCKTAKER.

_____ UNION.

To the Guardians of the Poor of the _____ Union ;—
And to all others whom it may concern.

Whereas by general orders of the Poor Law Board, dated respectively the _____ day of _____, 18____, and the _____ day of _____, 18____, addressed to the guardians of the poor of the _____ Union (amongst others), it is required that certain accounts relating to the provisions, clothing and other stores in the workhouse, when made up and balanced, shall be submitted to the visiting committee or to some member thereof, who shall enter a memorandum at the foot of such accounts in the form of the certificate referred to in the said orders ;

And whereas it is expedient to empower the said guardians to appoint a competent person or persons to examine the stores at the workhouse belonging to the said union, and to perform the other duties hereinafter set forth :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows :—

Art. 1.—The guardians of the poor of the _____ Union, as and when they shall think fit to do so, may appoint a competent person or persons to perform the duties of a Stocktaker as hereinafter set forth, and may revoke such appointment. When any such appointment is made it shall be notified to us forthwith.

Art. 2.—Every such appointment shall be made in the manner prescribed by the regulations in force for the time being as to the appointment of officers by the said guardians, and a person appointed to the office of Stocktaker shall receive such remuneration as may from time to time be assigned to him by the said guardians.

Art. 3.—No person, except with our consent, shall be appointed to the office of Stocktaker while holding any other office under the guardians.

Art. 4.—The Stocktaker shall, on the day next after the termination of each quarter, and at any other time when required by the guardians to do so, examine the stores at the workhouse, and compare the same with the quantities of stock remaining in store as shown by the entries in the proper columns in the accounts termed respectively the “Quarterly balance of the provisions account” and the “Quarterly balance of the necessaries and miscellaneous account.”

He shall also, on the day next after the termination of each half-year, and at any other time when required by the guardians to do so, examine the stock of clothing at the workhouse and compare the same with the balance appearing in the accounts termed respectively the “Clothing materials receipt and conversion account” and the “Clothing receipt and expenditure account.”

to report to us each appointment under the said order of a person to hold the office of nurse in the said workhouse, nor to obtain our approval to the remuneration of any such person, so long as the number of persons so appointed and their salaries do not exceed the number of persons and the scale of salaries shown in the said statement and approved by us:

Provided as follows:—

- (1.) This order shall not apply to the appointment of any superintendent nurse appointed subject to the provisions of the Nursing in Workhouses Order, 1897.
- (2.) A person who has not reached the age of twenty-one years shall not be employed in the capacity of probationary nurse.

LIST OF SCHOOLS AND INSTITUTIONS CERTIFIED
BY THE POOR LAW BOARD AND THE LOCAL
GOVERNMENT BOARD UNDER THE STATUTE
25 & 26 VICT., CAP. 43.

INDUSTRIAL AND TRAINING SCHOOLS.

Note.—Institutions marked † are connected with the Girls' Friendly Society.
Those marked * are connected with the Church of England Incorporated
Society for Providing Homes for Waifs and Strays.

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
BEDFORD.				
St. Francis' Home for the Reception of Roman Catholic Boys.	Shefford, Biggleswade.	Biggleswade.	£ s. d. —	100
BERKS.				
† Servants' Training Home	West Mills, Newbury.	Newbury ...	13 0 0	20
St. Andrews' Home for Boys.	Elm Lodge, Oxford Road, Reading.	Reading ...	18 4 0	39
BUCKS.				
* Hedgerley Farm Home for Boys.	Hedgerley, Slough	Eton ...	18 4 0	25
CAMBRIDGE.				
Rock End Preventive and Training Home for Girls.	Histon Road, Cambridge.	Cambridge ...	13 0 0	24
* Harvey Goodwin Home for Boys.	Victoria Road, New Chesterton, Cambridge.	Chesterton ...	18 4 0	18
† Girls' Training Home ...	2, Hills Road, Cambridge.	Cambridge ...	13 0 0 (and 10s. per quarter for clothing).	9

INDUSTRIAL AND TRAINING SCHOOLS—*continued*.

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
CHESTER.			£ s. d.	
The Cottage, for Training Girls for Domestic Service.	Moston, near Chester.	Chester ...	13 0 0	11
Styal Training Home for Girls.	Lodge Hill, Handforth, Manchester.	Stockport ...	13 0 0	7
Training Ship <i>Indefatigable</i> .	New Ferry, Birkenhead.	Birkenhead ...	22 0 0	250
Girls' Training Home (Church of England).	Chapel Road, Sale	Bucklow ...	13 0 0	25
*St. Barnabas Home for Girls.	New Brighton, Birkenhead.	Birkenhead ...	16 18 0	30
*Boys' Home ...	Tattenhall...	Tarvin ...	15 12 0	45
Lancashire Sea Training Home for Poor Boys.	Liscard, Cheshire ...	Birkenhead ...	18 4 0 (and £3 10s. for outfit on admission).	110
CORNWALL.				
Royal Cornwall Home for Destitute Little Girls.	Bellevue Terrace, Falmouth.	Falmouth ...	—	40
Elizabeth Cottage Home for Girls.	Bridgend, Lostwithiel, Cornwall.	Bodmin ...	7 16 0	10
Rosewin Training Home for Girls.	Mitchell Hill, Truro	Truro ...	11 14 0	22
Elizabeth Barclay Home of Industry for Feeble-minded Girls.	Castle Street, Bodmin.	Bodmin ...	18 4 0	20
*Truro Diocesan Home for Boys.	Church Street, Helston.	Helston ...	18 4 0	28
CUMBERLAND.				
Roman Catholic Orphanage for Girls.	Wigton ...	Wigton ...	—	51
*Whitehaven Orphan Girls' Home.	Victoria Road, Whitehaven.	Whitehaven...	13 0 0	18
Training Home for Friendless Girls.	48, Abbey Street, Carlisle.	Carlisle ...	13 0 0	11
Stanwix Home for Friendless Girls (Church of England).	Stanwix, Carlisle ...	Carlisle ...	13 0 0	20
DERBY.				
*St. Andrew's Home for Boys.	Cliffe House, Matlock Bridge.	Bakewell ...	18 4 0	38

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
DEVON.			£ s. d.	
St. Theresa's Roman Catholic Orphanage for Girls.	Gasking Street, Plymouth.	Plymouth ...	—	90
St. Vincent's Orphanage for Roman Catholic Boys.	Teignmouth Road, Torre, Torquay.	Newton Abbot	10 8 0	130
Home of the Friendless Girls' Help Association.	Staddon House, Regent Street, Plymouth.	Plymouth ...	13 0 0	16
*St. Faith's Home for Girls.	St. Mary Church Road, Torquay.	Newton Abbot	18 4 0	15
Erskine Home for Orphan Girls.	Babbacombe, Torquay.	Newton Abbot	13 0 0	32
*St. Lawrence's Home for Girls.	Polsoe Road, Heavitree, Exeter.	St. Thomas ...	16 18 0	30
*Home for Boys ...	Highweek, Newton Abbot.	Newton Abbot	18 4 0	20
Home for Friendless Girls (Church of England).	1, Higher Belmont Road, Exeter.	Exeter ...	13 0 0	8
DORSET.				
St. Faith's Orphanage for Girls.	Parkstone ...	Poole ...	15 0 0	14
DURHAM.				
St. Mary's Home for Roman Catholic Girls.	Tudhoe, Spenny-moor, Durham.	Durham ...	15 12 0	186
Upper Grade Training Institution for Domestic Servants (Church of England).	Stanley House, Hartington Road, Stockton-on-Tees.	Stockton ...	13 0 0	14
St. Peter's School for Roman Catholic Boys.	Gainford ...	Teesdale ...	15 12 0	300
St. Joseph's Home for Roman Catholic Girls (three to sixteen years).	Carmel Road, Darlington.	Darlington ...	15 12 0	120
ESSEX.				
Home for Feeble-minded Boys (Church of England).	Upshire Bury, Copt Hall, Waltham Abbey.	Edmonton ...	26 0 0	20
St. Mary's House for the Education of Roman Catholic Girls.	Walthamstow ...	West Ham ...	18 4 0	173
St. Mary's School for Roman Catholic Children.	Southend ...	Rochford ...	18 4 0	50

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
ESSEX— <i>contd.</i>			£ s. d.	
St. Charles' School for Roman Catholic Pauper Boys over seven years of age.	Brentwood ...	Billericay ...	18 4 0	200
Dr. Barnardo's Village Home for Orphan, Neglected, and Destitute Girls.	Barkingside, Ilford	Romford ...	15 12 0	About 900
School for the Reception of Roman Catholic Ophthalmic Boys.	Manor House, Chigwell.	Epping ...	26 0 0	102
School for Roman Catholic Boys.	Nazareth House, Southend.	Rochford ...	15 12 0	60
GLOUCESTER.				
†Girls' Friendly Society Lodge.	Nettleton Road, Gloucester.	Gloucester ...	13 0 0	10
†Holland Home of Industry.	Kemerton, near Tewkesbury.	Tewkesbury...	13 0 0	12
St. Mary's Roman Catholic Orphanage for Girls.	Westbury-on-Trym, near Bristol.	Bristol ...	13 0 0	60
*Training Home for Girls	Charlton House, Barton Street, Gloucester.	Gloucester ...	13 0 0	19
†Painswick Convalescent and Training Home for Girls.	Painswick ...	Stroud ...	13 0 0	8
Industrial Home for Destitute Girls.	303, Hotwell Road, Bristol.	Bristol ...	13 0 0	26
Orthopædic Hospital and Home for Crippled Children.	Grove Road, Redland, Bristol.	Bristol ...	20 0 0	35
Children's Home (Protestant Undenominational).	35, Richmond Terrace, Clifton, Bristol.	Bristol ...	13 0 0	35
*Bristol Diocesan Home for Girls.	Longwell's Green, Willsbridge, near Bristol.	Keynsham ...	16 18 0	30
HANTS.				
*Home for the Training of Friendless Girls.	Connaught House, Winchester.	Winchester ...	18 4 0	30
Hants Female Orphan Asylum.	Bellevue, Southampton.	Southampton.	—	100
Orphanage for Girls (Sisters of Bethany).	Springbourne, Bournemouth.	Christchurch.	15 0 0	100

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
HANTS— <i>contd.</i>			£ s. d.	
Training Ship <i>Mercury</i> ...	Hamble, Southampton.	South Stoneham.	21 0 0	150
School for the Reception of Roman Catholic Girls.	Nazareth House, Lawrence Road, Southsea.	Portsmouth ...	13 0 0	160
Abbotsworthy Orphanage for Girls.	Kingsworthy, near Winchester.	Winchester ...	13 0 0	8
St. Joseph's Orphanage for Roman Catholic Boys.	Romsey ...	Romsey ...	13 0 0	70
Children's Homes ...	Alverstoke ...	Alverstoke ...	13 0 0	74
All Saints' Home (Church of England).	Hawley, Blackwater	Hartley Wintney.	15 0 0	60 girls.
HEREFORD.				
Orphan Home for Boys and Girls.	Rylands Road, Leominster.	Leominster ...	—	40
St. Vincent Orphanage for Roman Catholic Girls.	Berrington Street, Hereford.	Hereford ...	13 0 0	50
Eardisley Boys' Home ...	Eardisley ...	Kington ...	13 0 0	22
*St. Mary's Home for Girls.	Eastnor, near Ledbury.	Ledbury ...	14 6 0	36
HERTFORD.				
St. Edward's School for the Reception of Roman Catholic Pauper Girls.	Totteridge, Barnet	Barnet ...	18 4 0	About 200
Home for Training Girls of Feeble Intellect (in connection with the Metropolitan Association for Befriending Young Servants).	Scott House, 1, The Triangle, Hitchin.	Hitchin ...	15 12 0	24
Home for Girls (Church of England).	Stapleford, Hertford.	Hertford ...	13 0 0	10
†St. Albans Diocesan Girls' Friendly Society Industrial Training Home (Church of England).	Warren House, Victoria Street, St. Albans.	St. Albans ...	11 14 0 (and 10s. per quarter for clothing).	9
KENT.				
Training Home for Domestic Servants.	19 and 20, Romney Place, Maidstone.	Maidstone ...	13 0 0	12
St. Joseph's Convalescent Home for Roman Catholic Children.	Lawn House, Grosvenor Place, Margate.	Isle of Thanet	20 16 0	190

INDUSTRIAL AND TRAINING SCHOOLS—*continued*.

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
KENT— <i>contd.</i>			£ s. d.	
Convalescent Training Home for delicate and scrofulous Girls (Church of England) (in connection with the Metropolitan Association for Befriending Young Servants).	Lambert House, Margate Road, Ramsgate.	Isle of Thanet	27 6 0	18
*Training Home for Girls	Wincheap, Canterbury.	Canterbury ...	13 0 0	22
Maidstone and Mid-Kent Training Home for Girls	Boxley Road, Maidstone.	Maidstone ...	13 0 0	18
Dover Orphan Home for Girls.	Folkestone Road, Dover.	Dover ...	13 0 0	30
St. Joseph's Orphanage for Roman Catholic Boys (over nine years).	Orpington ...	Bromley ...	18 4 0	278 boys
Homes for Little Boys ...	Farningham, Dartford.	Dartford ...	18 4 0	300
St. Peter's Orphan Home for Girls (Church of England).	Broadstairs ...	Isle of Thanet	15 0 0	80
*St. Michael's Orphanage for Boys.	Chislehurst ...	Bromley ...	13 0 0	34
St. Anne's Orphanage for Roman Catholic Girls (three to sixteen years).	Orpington ...	Bromley ...	18 4 0	146
Mottingham House School for Roman Catholic Boys (under ten years).	Mottingham ...	Bromley ...	18 4 0	75
*St. Hilda's Home for Girls.	Crescent Road, Beckenham.	Bromley ...	13 0 0	32 girls, 3 to 14 years.
LANCASTER.				
West Derby Orphanage for Girls.	West Derby, Liverpool.	West Derby...	—	24
*Girls' Home ...	Audenshaw, near Manchester.	Ashton-under-Lyne.	13 0 0	20
Training Home for Servants.	16, Clyde Road, Didsbury.	Chorlton ...	13 0 0	8
The "Rosen Hallas" Emigration Training Home for Girls, and, occasionally, Boys.	Cheetham Hill, Manchester.	Manchester ...	13 0 0	40
The Central Refuge for Boys.	Frances Street, Strangeways, Manchester.	Manchester ...	13 0 0	109

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
LANCASTER— <i>contd.</i>			£ s. d.	
School for Roman Catholic Girls and Younger Boys.	Holly Mount, Tottington.	Bury... ..	18 4 0	280
*Rossendale Home for Girls.	Newchurch in Rossendale, Manchester.	Haslingden ...	13 0 0	18
Training Home for Girls (Protestant Undenominational).	43, Bromwich Street, Bolton.	Bolton ...	13 0 0	6
Emigration Training Home for Boys.	Strangeways, Manchester.	Manchester ...	13 0 0	50
School for the Reception of Roman Catholic Boys.	Buckley Hall, Rochdale.	Rochdale ...	18 4 0	268
Roman Catholic Girls' Mutual Aid Home.	85, Rumford Street, Chorlton - upon - Medlock.	Chorlton ...	13 0 0	25
Leyfield Roman Catholic (Bishop O'Reilly Memorial) Schools for Girls, and Boys under eight years of age.	West Derby, Liverpool.	West Derby...	15 12 0	350
St. Mary's Home for Roman Catholic Girls.	15A, Everton Crescent, Liverpool.	Liverpool ...	13 0 0	18
St. Vincent's (Bishop O'Reilly Memorial) School for Roman Catholic Boys.	Fulwood, Preston	Preston ...	15 12 0	300
Children's Home and Orphanage for Protestant Nonconformist Children.	Edgeworth, near Bolton.	Bolton ...	13 0 0	261
Sheltering Home (Protestant).	Myrtle Street, Liverpool.	Liverpool ...	13 0 0	66 boys 66 girls
Home for Orphan and Destitute Children (Wesleyan).	167, Sussex Road, Southport.	Ormskirk ...	13 0 0	3 boys 11 girls
School for Roman Catholic Children.	Greenfield House, Billinge, Wigan.	Wigan ...	15 12 0	53 girls
St. Edward's School for Roman Catholic Children.	Thingwall Lane, Broad Green, Liverpool.	West Derby...	15 12 0	60 boys
School for Roman Catholic Children.	Nazareth House, Prestwich, Manchester.	Prestwich ...	13 0 0	51
LEICESTER.				
*Home for Boys	Stoneygate Grove, Avenue Road, Stoneygate, Leicester.	Leicester ...	15 12 0	35

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
LINCOLN.			£ s. d.	
†Lincoln Orphanage and Training Home for Girls.	76, Newland Lincoln.	Lincoln ...	—	13
Training Lodge for Young Servants (Church of England).	Faraday House, Chambers Street, Grantham.	Grantham ...	13 0 0	12
LONDON.				
Trewint Industrial Home for Girls.	190, Haverstock Hill, N.W.	Hampstead ...	15 12 0	40
St. Mary's Industrial Home for Girls.	Martell Road, West Dulwich, S.E.	Lambeth ...	15 12 0	25
Cripples' Home and Industrial School for Girls.	17A, Marylebone Road, N.W.	Marylebone ...	15 12 0	About 100
National Industrial Home for Crippled Boys.	Wright's Lane, Kensington, W.	Kensington ...	28 0 0	100
Orphanage for Roman Catholic Children.	Bartrams, Haverstock Hill, Hampstead, N.W.	Hampstead ...	18 4 0	About 150
Dr. Barnardo's Home for Working and Destitute Lads.	18 to 26, Stepney Causeway, London, E.	Stepney ...	15 12 0	378
Greenwich Girls' Home (Church of England).	10, Gloucester Place, Greenwich.	Greenwich ...	15 12 0	17
Household Training Home for Roman Catholic Girls of Good Character.	37, Aynhoe Road, West Kensington Park.	Hammersmith	—	10
Home for the Reception of Roman Catholic Girls.	Hassett Road, Hammersmith.	Hackney ...	18 4 0	126
Nassau Senior Training School for Girls (in connection with the Metropolitan Association for Befriending Young Servants).	35, St. James' Square, Notting Hill.	Kensington ...	15 12 0	15
St. Jude's Cottage Home for Training Girls.	70, South Hill Park, Hampstead, N.W.	Hampstead ...	18 4 0	9
St. Joseph's School for Roman Catholic Girls.	50, Brook Green, Hammersmith, W.	Hammersmith	18 4 0	180
Children's Home and Orphanage.	Bonner Road, Bethnal Green, N.E.	Bethnal Green	13 0 0	145 boys 82 girls
Dudley Stuart Training Home for Girls.	76, Junction Road, N.	Islington ...	15 12 0	30
Dartmouth Home for Crippled Boys.	Eastnor House, Blackheath, S.E.	Lewisham ...	28 0 0	35
The Roman Catholic Female Orphanage.	Central Hill, Norwood, S.E.	Croydon ...	18 4 0	350
St. Anne's Home for Roman Catholic Ophthalmic Girls.	Portobello Road, Notting Hill, W.	Kensington ...	26 0 0	114

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
LONDON— <i>contd.</i>			£ s. d.	
The Jews' Hospital for the Education and Employment of Children of the Jewish Religion.	West Norwood, S.E.	Lambeth ...	18 4 0	359
*The Lampson Home for Girls (from seven to twelve years of age).	Baroda House, Overhill Road, Dulwich, S.E.	Camberwell ...	16 18 0	27
Home of the St. Saviour's Branch of the Metropolitan Association for Befriending Young Servants.	57, Arlingford Road, Tulse Hill.	Lambeth ...	15 12 0 (and £18 4s. according to state of health).	10
Training Home for Young Feeble-minded Girls and Children.	15, Clapton Square, N.E.	Hackney ...	26 0 0	20
Arundel House Home for Girls.	135, Acre Lane, Brixton, S.W.	Lambeth ...	15 12 0	22
*Emigration Home for Girls.	High Street, Peckham, S.E.	Camberwell ...	18 4 0	47
The Orphanage ...	67, Schubert Road, Putney.	Wandsworth.	15 12 0	36 (Girls, 2 to 16 ; Boys, 2 to 10)
Home for Feeble-minded Girls.	48, Glenthorne Road, Hammersmith.	Hammersmith	26 0 0	19
Hambro' Orphanage ...	Roehampton ...	Wandsworth.	15 12 0	25 girls
Home for Roman Catholic Children suffering from Diseases of the Scalp.	128, High Street, Eltham.	Lewisham ...	26 0 0	113
MIDDLESEX.				
St. Mary's Orphanage for Roman Catholic Boys (from seven to fourteen years of age).	North Hyde, Southall.	Brentford ...	18 4 0	697
St. Vincent School for the Reception of Roman Catholic Pauper Boys.	Mill Hill, Hendon	Hendon ...	18 4 0	210
*St. Saviour's Girls' Home	Harrow View, Harrow.	Hendon ...	18 4 0	31
MONMOUTH.				
*St. Cadoc's Girls' Home	Caerleon ...	Newport ...	18 4 0	20 girls

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
NORFOLK.			£ s. d.	
Orphan Home for Girls ...	Chapel Field Norwich.	Norwich ...	—	24
Breydon House Training Home for Girls.	North Quay, Great Yarmouth.	Great Yarmouth.	13 0 0	20
*School for the Reception of Orphan or Deserted Children.	Rose Cottage, Dickleburgh.	Depwade ...	14 6 0	17
Laundry Training School	Post Office Street, Fakenham.	Walsingham.	15 12 0	12 girls over 14
NORTHAMPTON.				
Nazareth House Roman Catholic School for Girls.	Leicester Road, Northampton.	Northampton.	13 0 0	65
NORTHUMBERLAND.				
Wellesley Industrial School Ship for Homeless and Destitute Boys.	Newcastle - upon - Tyne.	Tynemouth ...	19 10 0	300
Training School for Girls	Alnwick ...	Alnwick ...	13 0 0	17
*St. Oswald's Home for Girls.	Cullercoats ...	Tynemouth ...	15 12 0	54
Home of Industry for Feeble-minded Girls.	Bow Villa, Morpeth	Morpeth ...	15 12 0	15
Northumberland Village Homes for Homeless and Destitute Girls (Protestant Undenominational).	Whitley - on - Sea, Newcastle - on - Tyne.	Tynemouth ...	15 12 0	140
NOTTINGHAM.				
Day Nursery and Orphanage for Boys and Girls.	Beeston ...	Basford ...	11 14 0	About 50
Nazareth House for Roman Catholic Girls.	Lenton ...	Nottingham.	13 0 0	133
OXFORD.				
†Bampton Aston Training Home for Girls.	Aston, Bampton R.S.O., Oxon.	Witney ...	13 0 0	48
Training Home for Young Servants (Church of England).	29, Leckford Road, Oxford.	Oxford ...	15 12 0	14

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INDUSTRIAL AND TRAINING SCHOOLS—*continued*.

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SALOP.			£ s. d.	
†Edgmond Home for Girls	Newport, Salop ...	Newport ...	13 0 0	10
Training Home for Friendless Girls.	Belmont, Shrewsbury.	Atcham ...	13 0 0	16
SOMERSET.				
Williamson Girls' Home and Training School.	2 and 6, Macaulay Buildings, Bath.	Bath ...	13 0 0	30 and 15 respectively.
Williamson Orphan Home for Girls (Church of England).	10, Macaulay Buildings, Bath.	Bath ...	13 0 0	14
The Shelter ...	12, Walcot Parade, Bath.	Bath ...	13 0 0	13
Williamson Orphan Home for Boys.	Claverton Down, Bath.	Bath ...	13 0 0	16
Voluntary Industrial and Preventive Home for Girls.	3, Spencer's Belle Vue, Bath.	Bath ...	13 0 0	22
The St. Saviour's Home for Boys.	Park Street, Taunton.	Taunton ...	7 16 0	20
Servants' Training Home	Friern Street, Bridgwater.	Bridgwater ...	13 0 0	18
*St. Aldhelm's Home ...	Frome ...	Frome ...	18 4 0	45
St. Agnes Home for Girls	Upper Knowle, Bristol.	Long Ashton.	12 0 0	42
St. Elizabeth's Home for Girls (Church of England).	Knowle, Bristol ...	Bristol ...	13 0 0	32 under 12
STAFFORD.				
Maryvale Roman Catholic Orphanage for Girls.	Perry Bar, Birmingham.	West Bromwich.	14 6 0	105
*St. Margaret's Home for Girls.	Penkridge ...	Cannock ...	16 18 0	19
Girls' Training Home ...	Brereton, nr. Rugeley.	Lichfield ...	13 0 0	10
North Staffordshire Training Home for Girls.	Cliffe House, Hill Street, Stoke-on-Trent.	Stoke-on-Trent.	13 0 0	20
St. Joseph's Home for Roman Catholic Girls.	St. John's Square, Wolverhampton.	Wolverhampton.	14 6 0	30 (3 to 16)
SUFFOLK.				
St. Mary's Orphanage for Roman Catholic Girls.	Woodbridge Road, Ipswich.	Ipswich ...	—	20

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

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SUFFOLK— <i>contd.</i>			£ s. d.	
*School for the Education and Training of Girls for Domestic Service.	Beck House, Beck Row, Mildenhall.	Mildenhall ...	16 18 0	12
Home for Friendless Girls	Friars Road, Ipswich.	Ipswich ...	14 6 0	21
*Church Home for Girls ...	Connaught House, High Street, Lowestoft.	Mutford and Lothingland.	15 12 0	26
Handford Home for Feeble-minded Girls (Undenominational).	Ranelagh Road, Ipswich.	Ipswich ...	15 12 0 (exclusive of outfit).	20
SURREY.				
Home for Children Suffering from Ringworm (Protestant Undenominational).	Broome House, West Horsley, Leatherhead.	Guildford ...	26 0 0	40
Home and Industrial Training School for Orphan Girls.	Brockham, Reigate	Reigate ...	—	38
†Albany Training Home for Girls.	South Street, Dorking.	Dorking ...	15 12 0	23
†Albany Cottage Home for Girls.	Westcott, Dorking	Dorking ...	15 12 0	15
School of Handicrafts for Destitute Boys.	Chertsey ...	Chertsey ...	14 6 0	100
Princess Mary Village Homes for the Reception of Female Pauper Children.	Addlestone, Chertsey.	Chertsey ...	15 0 0	About 200
National Orphan Home for Fatherless Girls (Church of England).	Ham Common ...	Kingston ...	15 12 0	100
Princess Louise Home for Children.	Kingston Hill ...	Kingston ...	13 0 0	150
Princess Mary Adelaide Training Home (in connection with the Metropolitan Association for Befriending Young Servants).	4, The Green, Richmond.	Richmond ...	15 12 0	16
Training Home for Girls	All Saints' House, Tilford Road, Farnham.	Farnham ...	18 4 0	11
Training Home for Girls	19, Horsham Road, Dorking.	Dorking ...	15 12 0	10
*St. Jude's Home for Girls	Dagnall Park, Selhurst.	Croydon ...	13 0 0	36

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

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SURREY— <i>contd.</i>			£ s. d.	
Training Home for Young Servants.	4, Morland Road, East Croydon.	Croydon ...	18 4 0 (and £1 on admission).	16 girls.
*Gordon Boys' Home ...	Morland Road, East Croydon.	Croydon ...	13 0 0	30 boys (5 to 15)
The Mount Training School (in connection with Metropolitan Association for Befriending Young Servants).	Wray Common, Reigate.	Reigate ...	15 12 0	34 girls.
SUSSEX.				
The Lavant Home for the Training of Orphan Girls.	Lavant, near Chichester.	Westhampnett	—	20
†Chichester Diocesan Home for Training Girls in Domestic Service.	Chichester House, Hurstpierpoint.	Cuckfield ...	13 0 0	31
†Home for Little Girls ...	Bryde's Cottage, Willingdon.	Eastbourne ...	10 8 0	8
Training Home for Girls (Church of England).	Mount Hermon, 38, Ashburnham Road, Hastings.	Hastings ...	15 12 0	22
†Home for Little Girls ...	Danny Cottage, The Wallands, Lewes.	Lewes ...	13 0 0	8
Hove Training Home for Girls.	41, Clarendon Villas, West Brighton.	Stevington ...	13 0 0	17
*Boys' Home ...	South Bersted, near Bognor.	Westhampnett	15 12 0	47
St. Elizabeth's Roman Catholic Training Home for Young Servants.	Midhurst ...	Midhurst ...	15 12 0	40
St. Philip's Orphanage for Roman Catholic Children.	Uckfield ...	Uckfield ...	15 12 0	30
*St. Luke's Home for Boys	Burgess Hill, Sussex.	Cuckfield ...	18 4 0	24
WARWICK.				
†Industrial Training School for Girls.	1, College Street, Stratford-on-Avon.	Stratford-on-Avon.	13 0 0	14
St. Joseph's Roman Catholic Home for Girls.	Brougham Street, Handsworth, Birmingham.	Aston ...	14 6 0	102
St. Paul's Home for Roman Catholic Boys.	Coleshill ...	Meriden ...	14 6 0	180

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
WARWICK— <i>contd.</i>			£ s. d.	
*Diocesan Home for Girls	Portland Place, Leamington.	Warwick ...	18 4 0	25
Princess Alice Orphanage (Undenominational).	New Oscott, Birmingham.	Aston ...	13 0 0	179
Home of the Society of the Incarnation (Church of England).	24, Ash Road, Saltley, Birmingham.	Aston ...	15 12 0	9 boys.
WESTMORLAND.				
The Howard Orphan Home for the Training of Domestic Servants.	Kendal	Kendal ...	14 6 0	42
*St. Mark's Home for the Maintenance, Education, and Industrial Training of Boys.	Natland, Westmorland.	Kendal ...	16 18 0	24
WILTS.				
The St. Elizabeth's School of Industry for Roman Catholic Girls.	Exeter Street, Salisbury.	Salisbury ...	13 0 0	About 120
Charlton Cottage Homes for Boys and Girls.	Charlton, Malmesbury.	Malmesbury.	10 8 0	11
St. Michael's Home for Girls (Church of England).	Endless Street, Salisbury.	Salisbury ...	15 0 0	19
WORCESTER.				
St. Alban's Training School for Girls.	Diglis, Worcester...	Worcester ...	13 0 0	55
Home for the Industrial Training and Education of Orphan and Destitute Girls.	Madresfield, Great Malvern.	Upton-on-Severn.	10 8 0	18
†Home for Training Young Girls for Domestic Service.	6, The Inhedge, Dudley.	Dudley ...	13 0 0	14
YORKS.				
St. Mary's Orphanage for Roman Catholic Girls.	Richmond Hill, Leeds.	Leeds ...	13 0 0	100

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
YORKS— <i>contd.</i>			£ s. d.	
Headingley Orphan Homes for Boys and Girls.	Headingley, Leeds	Leeds ...	14 6 0	90
Orphan Home for Girls ...	Manningham Lane, Bradford.	Bradford ...	—	32
Institution for Roman Catholic Girls.	Nazareth House, Albert Park Road, Middlesbrough.	Middlesbrough	13 0 0	122
Sheffield Orphan Homes for Boys and Girls.	Crookes, Sheffield	Sheffield ...	13 0 0	60
Ilkley and Wharfedale Orphanage and Children's Home.	Weston Road, Ilkley.	Wharfedale ...	16 0 0	30
*St. Chad's Home for Girls.	Far Headingley, near Leeds.	Leeds ...	16 18 0	80
*The Bede Home for Boys	College Grove Road, Wakefield.	Wakefield ...	16 18 0	20
Home for Orphan and Friendless Girls (Protestant Undenominational).	19, Park Street, Scarborough.	Scarborough...	13 0 0	12
Sheffield Servants' Home (Protestant Undenominational).	139, Gell Street, Sheffield	Ecclesall Bierlow.	15 12 0	21
The Orphanage for Girls (Church of England).	Worsley House, North Ormesby, Middlesbrough.	Middlesbrough	13 0 0	29
The School at Fern House	Almshouse Lane, Wakefield.	Wakefield ...	13 0 0	11
*Home for Girls ...	Clarendon House, Clarendon Street, Hull.	Kingston-on-Hull.	18 4 0	25
St. Vincent's Cottage Home for Boys (Roman Catholic).	8, Carr Road, Leeds	Leeds ...	13 0 0	15 boys under 11.
St. Christopher's Home for Girls (Church of England).	Balby, near Doncaster.	Doncaster ...	18 4 0	25 girls 7 to 16 years.
Training Home for Girls (Undenominational).	11, Belle Vue, Bradford.	Bradford ...	14 6 0	21 (7 to 16).

WALES.

ANGLESEA.				
†The Tan Altran Institute	Holyhead ...	Holyhead ...	13 0 0	17
*Fron Home for Little Boys.	Bodorgan, Anglesea.	Holyhead ...	13 0 0	6 boys over 4

INDUSTRIAL AND TRAINING SCHOOLS—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 18, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.

WALES—*continued.*

BRECKNOCK.			£ s. d.	
The Dinas Orphanage for Girls.	Dinas, Brecknock	Brecon ...	13 0 0 (to 15 years) 15 12 0 (above 15).	8
CARNARVON.				
*Girls' Home ...	Tregarth, near Bangor.	Bangor and Beaumaris.	16 18 0	12
*St. Mark's County Home for Destitute Girls of Carnarvonshire.	Carnarvon...	Carnarvon ...	18 4 0	18
Arvon Calvinistic Methodists' Home.	Bontnewydd, Carnarvon.	Carnarvon ...	13 0 0	14 boys 17 girls
DENBIGH.				
*St. Giles' Home for Boys (Church of England).	Wrexham ...	Wrexham ...	16 18 0	20 8 to 14
FLINT.				
The St. Clare Roman Catholic Orphanage for Girls.	Pantasaph...	Holywell ...	15 12 0	222
Hawarden Orphanage (Church of England).	Hawarden ...	Hawarden ...	13 0 0	21 boys 4 girls
GLAMORGAN.				
Industrial Home for Orphan Girls.	Swansea ...	Swansea ...	—	52
Girls' Club and Institute	87, Newport Road, Cardiff.	Cardiff ...	13 0 0	10
St. Michael's Home for Orphan and Destitute Roman Catholic Boys.	Treforest, Pontypridd.	Pontypridd ...	13 0 0	62
Nazareth House for Roman Catholic Girls.	Cardiff ...	Cardiff ...	13 0 0	200
MERIONETH.				
*St. David's Home for Boys	Dolgelley ...	Dolgelley ...	13 0 0	18 boys 5 to 14 years.

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INSTITUTIONS FOR THE BLIND.

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
DEVON.			£ s. d.	
West of England Institution for the Blind.	St. David's Hill, Exeter.	Exeter ...	20 0 0	40
South Devon and Cornwall Institution for the Blind.	North Hill, Plymouth.	Plymouth ...	21 0 0	40
HANTS.				
Hants and Isle of Wight Blind Institution.	St. Mary's Hall, St. Edward's Road, Southsea, Portsmouth.	Portsmouth...	25 0 0 (exclusive of cost of clothing).	72
LANCASTER.				
Roman Catholic Asylum for the Blind.	59, Brunswick Road, Liverpool.	Liverpool ...	21 0 0	173
NORFOLK.				
Asylum and School for Indigent Blind (Adults admitted).	Magdalen Street, Norwich.	Norwich ...	26 0 0	60
SURREY.				
Royal Normal College and Academy of Music for the Blind.	Upper Norwood ...	Croydon ...	35 0 0	156
SUSSEX.				
The Brighton Asylum for the Blind.	Eastern Road, Brighton.	Brighton ...	27 0 0	48
†Barclay Home for Blind Girls.	25, Wellington Road, Brighton.	Brighton ...	25 0 0	36
WARWICK.				
The General Institution for the Blind.	Edgbaston, near Birmingham.	King's Norton	30 0 0	116

INSTITUTIONS FOR THE BLIND.—*continued.*

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
YORK.			£ s. d.	
The Yorkshire School for the Blind.	The King's Manor House, York.	York ...	21 0 0	80
The Blind Institution ...	Manchester Road, Broomhill, Sheffield.	Ecclesall Bierlow.	20 0 0	100
GLAMORGAN.				
Swansea and South Wales Institution for the Blind.	Swansea ...	Swansea ...	22 4 0	60

INSTITUTIONS FOR THE DEAF AND DUMB.

DEVON.				
West of England Institution for the Deaf and Dumb.	Exeter ...	Exeter ...	23 0 0	86
GLOUCESTER.				
Bristol District Institution for the Deaf and Dumb.	Tyndall's Park,	Bristol ...	19 10 0	55
KENT.				
Asylum for the Deaf and Dumb.	Margate ...	Isle of Thanet	30 0 0	300
LANCASTER.				
Manchester Schools for the Deaf and Dumb.	Old Trafford, Manchester.	Manchester ...	24 0 0	200
LONDON.				
British Asylum for Deaf and Dumb Females.	Lower Clapton, E.	Hackney ...	30 0 0	40

LIST OF CERTIFIED SCHOOLS AND INSTITUTIONS.

INSTITUTIONS FOR THE DEAF AND DUMB—*continued*.

County and Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
NORTHUMBERLAND.				
Northern Counties Institution for the Deaf and Dumb.	Newcastle-on-Tyne	Newcastle-on-Tyne.	£ s. d. 19 0 0	162
WARWICK.				
School for the Education and Instruction of Deaf and Dumb Children.	Edgbaston, near Birmingham.	King's Norton	25 0 0	188
YORKS.				
The Yorkshire Institution for the Education and Instruction of Deaf and Dumb Children.	Doncaster	Doncaster ...	—	120
St. John's Roman Catholic Institution for the Deaf and Dumb.	Boston Spa, R.S.O.	Wetherby ...	24 0 0	204
GLAMORGAN.				
Royal Cambrian Institution for the Deaf and Dumb.	Swansea	Swansea ...	20 0 0	61

INSTITUTION FOR IDIOTS.

DEVON.				
The Western Counties Idiot Asylum and Training School for Feeble-minded Children.	Star Cross, St. Thomas, Exeter.	St. Thomas ...	27 6 0 (for 4 Western counties) 36 8 0 (for other counties).	270

Local Government Board,

November 29th, 1906.

HOMES FOR THE FEEBLE-MINDED, CERTIFIED BY THE LOCAL GOVERNMENT BOARD UNDER THE 25 & 26 VICT. c. 43.

Name of Institution.	Address.	Union (or Parish) in which situate.	Annual Payment sanctioned by the Board under the Statute, 45 & 46 Vict. c. 58, s. 13, as the reasonable expenses which may be incurred by Guardians in respect of any Pauper Child sent to Institution.	Accommodation.
Elizabeth Barclay Home of Industry for Feeble-minded Girls.	Castle Street, Bodmin.	Bodmin ...	£ s. d. 18 4 0	28
Home for Feeble-minded Boys (Church of England).	Upshire Bury, Copt Hall, Waltham Abbey.	Edmonton ...	26 0 0	20
Home for Training Girls of Feeble Intellect (in connection with the Metropolitan Association for Befriending Young Servants).	Scott House, 1, The Triangle, Hitchin.	Hitchin ...	15 12 0	24
Training Home for Young Feeble-minded Girls and Children.	15, Clapton Square, N. E.	Hackney ...	26 0 0	20
Home for Feeble-minded Girls.	48, Glenthorne Road, Hammersmith.	Hammersmith	26 0 0	19
Home of Industry for Feeble-minded Girls.	Bow Villa, Morpeth.	Morpeth ...	15 12 0	15
Handford Home for Feeble-minded Girls (Undenominational).	Ranelagh Road, Ipswich.	Ipswich ...	15 12 0 (exclusive of outfit).	20
The Western Counties Idiot Asylum and Training School for Feeble-minded Children.	Star Cross, St. Thomas, Exeter.	St. Thomas ...	27 6 0 (for 4 western counties); 36 8 0 (for other counties).	270

LIST OF CERTIFIED AND OTHER HOMES, ETC.

HOMES WHICH RECEIVE THE FEEBLE-MINDED, BUT HAVE NOT BEEN CERTIFIED.

Name of Institution.	Address.	Annual Payment sanctioned by the Local Government Board.
		£ s. d.
*Chasefield Laundry Home for Feeble-minded Girls over 14 years of age.	Fishponds, near Bristol... ..	18 4 0
St. John's Home for Girls.	Wakefield	10 10 0
*Laundry and Home of Industry	(1) Arrowfield Top, Alvechurch, Barnt Green, Birmingham (Women and Girls).	15 12 0
	(2) Enniskerry, Darley, Knowle, Birmingham (Girls over 15)	15 12 0
*Mary Carpenter Home for Girls over 11 years of age.	10, Bishop Street, Bristol ...	22 2 0
*Adcote Laundry Home (Girls over 14 years of age).	Knotty Ash, Liverpool	15 12 0
*Ashton Home for Girls over 14 years of age.	Park Gate, Chester	and outfit £3. 18 4 0
*St. Mary's Home for Girls over 14 years of age.	Painswick, Gloucester	and outfit. 18 4 0
Camden Industrial Home.	21, Pond Street, Hampstead, N.W.	13 0 0
Home for Girls	Hampton Poyle, near Oxford ...	20 16 0
Home for Women	"Romanhurst," Northleigh, near Hambro, Oxford.	20 16 0
Home for Girls	Urswick Road, Clapton... ..	26 0 0
*Home for Girls	Cumnor Rise, Botley, near Oxford	20 16 0
Home for Feeble-minded	Witney	20 16 0
Home for Children	Fernhill Manor, New Milton, Hants.	Board are prepared to sanction subscriptions.

* These Homes are in connection with the National Association for Promoting the Welfare of the Feeble-minded.

HOMES FOR DEFECTIVE AND EPILEPTIC CHILDREN CERTIFIED BY THE BOARD OF EDUCATION UNDER THE ELEMENTARY EDUCATION (DEFECTIVE AND EPILEPTIC CHILDREN) ACT, 1899 (62 & 63 VICT. C. 32).

Name of Institution.	Address.	Accommodation.
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(1.) HOMES FOR MENTALLY DEFECTIVE CHILDREN.

Sandlebridge Home Special School	Great Warford, Cheshire ...	29 Boys, 28 Girls.
Pield Heath House for Roman Catholics	Hillingdon, Middlesex ...	62 Mixed.
The Littleton Special Home ...	Artington, Surrey	10 Mixed (over 7 and under 12).

Name of Institution.	Address.	Accommodation.
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(2.) HOMES FOR PHYSICALLY DEFECTIVE CHILDREN.

West Kirby Convalescent Home	Hoylake - cum - West Kirby, Cheshire	20 Mixed.
Swinton House Special School	Manchester	65 Mixed.
St. Anne's Ophthalmic School	Portobello Road, Kensington	90 Girls.
The Invalid Craft Special School	Chailey, East Sussex	30 Boys, 6 Girls

(3.) HOMES AND COLONIES FOR EPILEPTICS.

Home for Roman Catholic Children	Much Hadham, Herts. ...	56 Mixed.
Davis Lewis Colony	Great Warford, Manchester ...	42 Mixed.
Home and School for Epileptics	Lingfield, Surrey	100 Mixed.
" " " " "	Starnthwaite, Westmorland	30 Boys.

Guardians are empowered to arrange for the reception of children into the above institutions under s. 9 of the Act of 1899.

HOMES WHICH RECEIVE EPILEPTICS, BUT HAVE NOT BEEN CERTIFIED.

Maghull Home, near Liverpool. Hon. Sec., Wm. Grisewood, 2, Exchange Street East, Liverpool.

Meath Home of Comfort for Epileptics (Women and Girls), Godalming. Hon. Sec., Mrs. Burrows, Vicarage, Godalming.

Colonies of the National Society for the Employment of Epileptics. 12, Buckingham Street, Strand, W.C.

Homes for Epileptic Girls, 97, Victoria Park Road, N.E.

National Hospital for Paralysed and Epileptics, Queen's Square, Bloomsbury, W.C. (Convalescent Home at Finchley, admittance from Hospital only).

LIST OF BOARDING-OUT COMMITTEES AUTHO-
RISED TO FIND AND SUPERINTEND HOMES
FOR ORPHAN AND DESERTED PAUPER CHIL-
DREN UNDER THE BOARDING-OUT ORDER OF
THE LOCAL GOVERNMENT BOARD, DATED
DECEMBER 4TH, 1905

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
No. 1 DISTRICT. <i>Inspector</i> —Miss Mason.			
Berks.	Boxford ...	Newbury ...	Mrs. Austen, Egremont, Boxford, Newbury.
"	Chieveley and Winterbourne.	Newbury ...	Mrs. Appleton, Curridge Parsonage, Newbury.
"	Greenham, Crookham and St. John's.	Newbury ...	Miss M. S. ETTY, Belvedere, Newbury.
"	Padworth and Burghfield.	Bradfield ...	Mr. E. Sheppard, Burghfield School, Reading.
"	Speen ...	Newbury ...	Miss C. A. Talbot, Speen, Newbury.
"	Speenhamland ...	Newbury ...	Miss M. E. Bunny, 1, Donnington Square, Newbury.
"	Warfield, Wokingham and Binfield.	Wokingham and Easthampstead Unions.	Miss Baker, Kingscote, Wokingham.
"	St. Nicholas ...	Newbury ...	Miss Boldero, Southcote, Enbourne Road, Newbury.
Devon	Axminster, Dalwood and Kilminster.	Axminster ...	A. Parry Rogers, Esq., Furzebrook, Axminster.
"	Honiton ...	Honiton ...	T. C. Drake, Esq., Broomhills, Honiton, S. Devon.
"	Kingsteignton ...	Newton Abbot ...	Mrs. Quinton, Blindwell, Kingsteignton.
"	Paignton ...	Totnes ...	Miss Mary Gray, Baymount, Paignton, S. Devon.
"	Plymouth, Devonport and Stonehouse.	Devonport ...	Miss F. M. Bazeley, 10, Woodland Terrace, Plymouth.
"	Sidmouth ...	Honiton ...	Mrs. Tindall, Eaglehurst, Sidmouth.
"	Topsham ...	St. Thomas ...	Mrs. Frood, Broadway House, Topsham, S. Devon
"	Tavistock, etc. ...	Tavistock ...	Miss Penny, Windsor Villas, Tavistock.
Devon and Dorset	Lyme Regis, Uplyme, and Charmouth.	Axminster ...	Miss Allen, St. Andrews, Lyme Regis.
Dorset	Haselbury Bryan	Sturminster ...	Miss A. F. Serrell, Haddon Lodge, Stalbridge.
"	Fifehead Magdalen.	Sturminster ...	Miss Maude Bower, Fontmell Parva, Blandford.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
No 1. DISTRICT— <i>continued.</i>			
Dorset	Stepleton	Blandford	The Hon. Blanche C. Pitt, Tollard Royal, Salisbury.
"	Tarrant Hinton	Blandford	Rev. E. Heriz Smith, The Rectory, Tarrant Hinton, Blandford.
Gloucester	Mitcheldean	Westbury - on - Severn.	Miss M. A. Gee, Beechwood, Drybrook, Mitcheldean, S.O., Gloucester.
"	Nymphsfield	Dursley	Miss Blanche Leigh, Woodchester Park, Stonehouse, Glos.
"	Olveston	Thornbury	Mrs. Calcott, Olveston, Tockington, R.S.O., Gloucestershire.
"	Painswick	Stroud	Miss Wemyss, Washwell House, Painswick, Stroud.
"	Stonehouse, etc.	Stroud and Wheatenhurst Unions.	Mrs. Tidswell, Haresfield Court, Gloucestershire.
"	Brockworth, etc.	Gloucester.	Miss E. R. Priday, Brockworth, Gloucester.
"	Down Hatherley, etc.	Gloucester.	Miss Edith de Winton, The Parks, Hatherley, Gloucester.
"	Upton St. Leonards.	Gloucester.	Miss Birchall, Saintbridge House, near Gloucester.
Kent	Bexley	Dartford	Mrs. Geldes, 14, Broadway, Bexley Heath.
"	Bromley	Bromley	Mrs. Allen, Merlewood, Chislehurst.
"	Great Chart	West Ashford	Miss J. M. Hart, Kingsnorth Mill Hill, Ashford.
Somerset	Barrow Gurney, etc.	Long Ashton	Mrs. Leach, The Batch, Nailsea.
"	Batheaston	Bath	J. Hinton, Esq., The Cottage, Batheaston, Bath.
"	Clifton	Bristol, Barton Regis, Keynsham, and Long Ashton Unions.	Miss C. Temple, 19, Canynge Square, Clifton, Bristol.
Southampton	Chilbolton	Andover	Mrs. Obbard, Chilbolton Rectory, Hants.
"	Denmead	Droxford	Rev. F. C. Green, Denmead Vicarage, Cosham, R.S.O., Hants.
"	Farlington	Havant	Miss Staunton, Purbrook House, Purbrook, Hants.
"	Hursley	Hursley	Miss A. E. Young, Hursley Vicarage, Winchester.
"	Lyndhurst	New Forest	Miss Sykes, Elcombs, Lyndhurst.
"	Rownhams	Romsey and Hursley Unions.	Miss McQuhae, St. Evox, Rownhams, Southampton.
"	Ringwood	Ringwood	Mrs. Conway, Brooklands, Ringwood.
"	Westend	South Stoneham	Mrs. Winter, Westend, near Southampton.
Surrey	Farnham, etc.	Farnham and Alton Unions.	Miss Chrystie, Short Heath Lodge, Wreodesham, Farnham.
"	Great Bookham	Epsom	Miss Arnett, Fairfield, Great Bookham.
"	Haslemere	Hambledon, etc.	Miss Window, Crofts, Haslemere, Surrey.
"	Nutfield	Reigate	Mrs. Fison, The Vicarage, South Nutfield, Surrey.
"	Walton, Wisley, Byfleet, and Ockham.	Chertsey and Guildford Unions.	Mrs. Barnes, Fox Holme, Cobham, Surrey.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Sussex	Ashdown Forest	Uckfield and Cuckfield Unions.	Mrs. Corbett, Woodgate, Danehill, Uckfield.
"	Beckley ...	Rye ...	Mrs. Pearson, The Chestnuts, Beckley, S.O., Sussex.
"	Brighton...	Brighton ...	Mrs. Kensington, 29, Medina Villas, Hove.
"	Crowborough ...	Uckfield ...	Miss Spedding, Sweet Haws Grange, Jarvis Brook, Tunbridge Wells.
"	East Lavington and Graffham.	Midhurst ...	Mrs. Lascelles, Glasses, Petworth.
"	Henfield ...	Steyning...	Miss Lewis, Broomfield, Henfield, Sussex.
"	Heyshott ...	Midhurst ...	Miss F. J. Viner, Heyshott, Midhurst.
"	Maresfield ...	Uckfield ...	Rev. H. J. Peckham, Nutley Vicarage, Uckfield.
"	Newick, etc. ...	Lewes ...	S. B. Hunt, Esq., Fletching Common, Newick, Sussex.
"	Nuthurst ...	Horsham...	Mrs. Ollivant, Elliotts, Nuthurst, Horsham.
"	Withyham and Ashurst.	East Grinstead and Tonbridge.	Mrs. Sutton, Withyham Rectory, Sussex.
"	Tidebrook ...	Ticehurst and Uckfield.	Rev. Chas. Kirby, Tidebrook Vicarage, Wadhurst, S.O.
"	Wadhurst ...	Ticehurst ...	Miss MacLean, The Vicarage, Wadhurst, S.O.
Wilts	Corsham and Atworth.	Chippenham, Bradford, and Trowbridge and Melksham Unions.	H. Stratton Coles, Esq., Guyer's House, Corsham.
"	Cricklade and Wootton Bassett.	Cricklade and Wootton Bassett and Highworth and Swindon Unions.	Mrs. Wykeham Martin, Purton, Swindon.
"	Trowbridge and Melksham.	Trowbridge and Melksham.	Miss E. Marm, Sunnyside, Trowbridge.

No. 2 DISTRICT. *Inspector*—Miss Pell.

Bedford	Billington ...	Leighton Buzzard	Rev. J. H. Stallard, Billington Rectory, Leighton Buzzard.
"	Marston Moretaine.	Amphill...	Mrs. Squire, Church End School, Marston, Amphill.
"	Maulden and Clophill.	Amphill...	Miss Moore, Maulden Cottage, Maulden, Amphill.
"	Silsoe ...	Amphill...	Miss A. E. Trethewy, Silsoe, Amphill.
"	Toddington ...	Amphill...	Mrs. Sharp, The Lawn, Toddington, Dunstable.
Buckingham	Cuddington ...	Aylesbury ...	Rev. A. C. Alford, Cuddington Vicarage, Aylesbury.
"	Emberton ...	Newport Pagnell	Miss Townsend, Emberton, Newport Pagnell.
"	Little Missenden	Wycombe ...	Mrs. Pembroke Stephens, Little Missenden, Amersham.
"	Stewkley ...	Winslow ...	Rev. J. E. Smith-Masters, Stewkley Vicarage, Leighton Buzzard.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Buckingham	Stony Stratford...	Potterspury ...	Rev. H. Last, The Vicarage, Stony Stratford.
"	Tyler's Green ...	Amersham and Wycombe Unions.	Rev. Ashley Spencer, Tyler's Green Vicarage, High Wycombe.
"	Wolverton, Calverton and Beachampton.	Potterspury and Buckingham Unions.	Miss H. Linnell, 34, The Green, Stony Stratford.
Cambridge...	Balsham ...	Linton ...	Mrs. Halcombe, Balsham Rectory, Cambridge.
"	Cambridge ...	Chesterton, Linton and Newmarket Unions.	Mrs. Clark, 57, Bateman Street, Cambridge.
"	Croxton and Eltisley.	Caxton and Arrington.	Miss Cochrane, The Downs, St. Neots.
"	Fulbourn ...	Chesterton ...	Rev. J. V. Durell, Fulbourn Rectory, Cambridge.
"	Haslingfield, etc..	Chesterton ...	Mrs. M. A. Ramsey, 71, Chesterton Road, Cambridge.
Essex	Abbots Roothing	Ongar ...	Rev. L. G. Capel Cure, Abbots Roothing, Ongar.
"	Braintree ...	Braintree ...	Mrs. Cunningham, Mount Place, Braintree.
"	Castle Hedingham	Halstead ...	Miss Dewes, The Vicarage, Castle Hedingham.
"	Chadwell Heath	Romford ...	Miss Hawkins, Brooklyn, Broomfields Road, Chadwell Heath.
"	Fyfield ...	Ongar ..	Mrs. Challis, Clatterford Hall, Fyfield, Ongar.
"	Hatfield Broad Oak.	Dunmow ...	Mrs. White, Fairlawn, Hatfield Broad Oak, Harlow.
"	Jewish ...	West Ham and Romford Unions.	M. Stephany, Esq., 127, Middlesex Street, Bishopsgate, E.
"	Matching ...	Epping ...	Rev. T. C. Spurgin, Matching Vicarage, Harlow.
"	Ongar ...	Ongar ...	Mrs. R. C. Hayward, Ongar.
"	Pebmarsh ...	Halstead ...	Miss Stebbing, Ivy Cottage, Alphamstone, Bures, S.O.
"	Stock and Buttsbury.	Chelmsford ...	Mrs. Dunn, Lilystone Hall, Stock, Ingatestone.
"	Thorndon Hall ...	Billerica and Romford Unions.	Rev. T. F. Norris, Brentwood.
"	Walter Belchamp	Sudbury ...	Rev. A. P. Pannell, Blackhouse, Bulmer, Sudbury.
Hertford	Abbots Langley	Watford ...	Mrs. Armstrong, The Abbots House, Abbots Langley.
"	Hemel Hempstead	Hemel Hempstead	Mrs. W. Grover, East Lodge, Hemel Hempstead.
"	Standon ...	Ware ...	Miss G. Martin Leake, Marshalls, Ware.
"	Royston ...	Royston ...	Miss Grundy, The Sycamores, Royston.
Middlesex	Southgate ...	Edmonton ...	Mrs. Barker, Grove House, Southgate, N.
Norfolk	Ashby ...	Loddon and Clavering.	Rev. R. T. Whitmarsh, Ashby St. Mary Rectory, Norwich.
"	Castle Rising ...	Freebridge Lynn	Mrs. M. J. L. Plowright, 13, King Street, King's Lynn.

No. 2 DISTRICT—continued.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.

NO. 2 DISTRICT—*continued.*

Norfolk	... Dickleburgh ...	Depwade ...	Rev. J. G. Forbes, Dickleburgh Rectory, Scole.
"	... Diss ...	Depwade ...	Mrs. Cooper, The Terrace, Diss, Norfolk.
"	... Heacham ...	Docking ...	Miss B. J. Black, Church House, Heacham.
"	... Kirby Cane ...	Loddon and Clavering.	Miss S. Acheson, The Rectory, Kirby Cane, Bungay.
"	... Ormesby ...	East and West Flegg Incorporation.	Miss Rising, Ormesby, Great Yarmouth.
"	... Scole ...	Depwade ...	Mrs. Keppel, Scole, Norfolk.
"	... Skeyton ...	Aylsham ...	C. J. Littlewood, Esq., Skeyton, Norwich.
Oxford	... Banbury, Neithrop and Warkworth.	Banbury ...	Mrs. Dalby, 18, Calthorpe Road, Banbury.
"	... Lower Heyford ...	Bicester ...	Rev. V. R. Lennard, Lower Heyford Rectory, Banbury.
Suffolk	... Barking ...	Bosmere and Claydon.	Rev. Chas. Baker, Barking Rectory, Needham Market.
"	... Baylham ...	Bosmere and Claydon.	Rev. W. D. Churchill, Baylham Rectory, Ipswich.
"	... Belchamp St. Paul ...	Sudbury ...	Mrs. Offord, Lovelands, Belchamp St. Paul, Clare, R.S.O.
"	... Mildenhall ...	Mildenhall ...	Mrs. Harris, Mildenhall.
"	... Pentlow ...	Sudbury ...	Mrs. C. C. Bull, Pentlow Rectory, Cavendish, R.S.O., Suffolk.
"	... Walton and Felixstowé.	Woodbridge ...	Miss M. White Jervis, Cliff House, Felixstowé.
"	... Wickham Market, Tunstall, and Campsea Ash.	Plomesgate ...	Miss Furze, The Warren, Wickham Market.

NO. 3 DISTRICT. *Inspector*—Miss Walton Evans.

Chester	... Great Boughton ...	Chester and Halden Unions.	S. B. Jacson, Esq., 19, Curzon Park, Chester.
"	... Audlem, etc. ...	Nantwich ...	Rev. J. Stapleton Cotton, Audlem Vicarage, Nantwich.
Cumberland	... Cockermouth ...	Cockermouth ...	Miss R. F. Spedding, Windebrowe, Keswick.
"	... Culgaith ...	Penrith ...	Rev. J. T. Edwards, Culgaith Vicarage, Penrith.
"	... Keswick and Crosthwaite.	Cockermouth and Kendal Unions.	Miss M. King, The Tower, Portinscale, Keswick.
"	... Penrith ...	Penrith ...	Mrs. Riley, Ennim, Penrith.
Derby	... Ashbourne, etc. ...	Ashbourne ...	Mrs. Linton, Shirley Vicarage, Derby.
"	... Bakewell and Longstone.	Bakewell ...	Miss Rickard, Overdale, Bakewell.
"	... Etwall, Burnaston, etc.	Burton-on-Trent	Miss Cochrane, Etwall Lodge, Derby.
"	... Winshall ...	Burton-on-Trent	Miss E. Thompson, Ivy Lodge, Stapenhill, Burton-on-Trent.
"	... Wirksworth, Crich and Kirk Ireton.	Belper ...	Miss Maud Mansel Jones, Chase Cliffe, Matlock.
"	... Brailsford and Longford.	Ashbourne ...	Rev. C. H. Fairfax, The Rectory, Brailsford, Derby.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Durham	Stanhope	Weardale	Mrs. St. Clair Townsend, Crawley Hall, Stanhope, Co. Durham.
Hereford	Colwall	Ledbury	Lawrence S. Milward, Esq., Stoberry, Great Malvern.
Lancaster	Birchley	Wigan	Rev. A. Powell, Birchley, Wigan.
"	Southport	Ormskirk	Miss L. E. Hollins, 16, Westbourne Road, Birkdale, Southport.
"	Waterloo	West Derby	Mrs. Haddock, 10, Beach Lawn, Waterloo, Liverpool.
"	Worsley	Barton-upon-Irwell	Mrs. L. L. Armitage, Brakesmere, Little Hulton.
"	Formby	Ormskirk	Miss Agnes Rimmer, Ashurst, Formby, Lanes.
Leicester	Husbands worth.	Bos- Market Har- borough and Lutterworth.	Rev. F. J. Holmes, The Presbytery, Husband's Bosworth, Rugby.
Lincoln	Willingham	Gainsborough	Miss Halahan, Reynard Hospital, Willingham - by - Stow, Gainsborough.
Northampton	Potterspury	Potterspury	Rev. Walter Plant, The Vicarage, Potterspury.
Northumber- land.	Falloden	Alnwick and Bel- ford Unions.	Rev. W. A. McGonigle, Ellingham Vicarage, Chathill, R.S.O., Northumberland.
"	Lowick	Glendale	Miss L. V. Hodgkin, Barmoor Castle, Beal, Northumberland.
"	Wark, etc.	Hexham and Bell- ingham Unions.	Mrs. Ross Lewin, The Rectory, Wark-on-Tyne.
Nottingham	Shelford	Bingham	Rev. E. S. Morse, Shelford Vicar- age, near Nottingham.
Salop	Ellesmere, Welsh Hampton and Penley.	Ellesmere	Mrs. Tower, Ellesmere, Salop.
"	Ruyton	Ellesmere, Atcham and Os- westry Unions.	Mrs. E. F. Kenyon, Pradoc, Oswestry.
"	Oswestry	Oswestry	Mrs. Ellis Williams, Penrhos, Oakhurst Road, Oswestry.
Stafford	Barlaston, Stone and Trentham.	Stone	Miss Meakin, Darlaston Hall, Stone, Staffs.
"	Cheadle and Caver- swall, etc.	Cheadle and Ut- toxeter Unions.	Miss Blagg, Greenhill, Cheadle.
"	Leek, Longsdon, etc.	Leek	J. Shuker, Esq., Churnet Croft, Wall Grange, Stoke-on-Trent.
"	Wolstanton, etc.	Wolstanton and Burslem and Newcas- tle-under-Lyme Unions.	Miss Benett, 196, Waterloo Road, Cobridge, Burslem, Staffs.
Stafford and Warwick.	Canwell and Sut- ton Coldfield.	Tamworth and Aston Unions.	Miss H. Parkes, Normanhurst, Sutton Coldfield.
Warwick	Atherstone	Atherstone	Mrs. W. J. Bourne, The Old House, Atherstone.
"	Brailes	Shipston-on-Stour	Mrs. M. Claydon, Fair View, Upper Brailes, Banbury.
"	Coventry	Foleshill, Rugby, Warwick & Cov- entry Unions.	Mrs. Rotherham, Stoke Lodge, Coventry.
"	Ettington	Stratford-on-Avon.	Miss Lowe, Ettington, Stratford-on-Avon.

No. 3 DISTRICT—continued.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
No. 3 DISTRICT— <i>continued</i> .			
Warwick ...	Hampton-in-Arden and Meriden.	Meriden ...	Lady Peel, Hampton Manor, Hampton-in-Arden, Birmingham.
" ...	Polesworth ...	Atherstone ...	Rev. Canon Trotter, Polesworth Vicarage, Tamworth.
" ...	Snitterfield ...	Stratford-on-Avon.	Miss Dickens, Snitterfield, Stratford-on-Avon.
Westmorland.	Ambleside ...	Kendal ...	Miss K. Benson, Lesketh How, Ambleside.
" ...	Appleby St. Lawrence.	East Ward	Mrs. Pearson, The Mount, Appleby.
" ...	Bongate, Murton, and Crackenthorpe.	East Ward	Miss B. H. Heelis, Battlebarrow House, Appleby.
" ...	Kirkby Thore ...	East Ward	Rev. A. J. Goldie Curwen, D.D., Kirkby Thore Rectory, Penrith.
" ...	Long Marton ...	East Ward	J. R. Highmoor, Esq., Long Marton, Carlisle.
" ...	Warcop, Brough and Dufton.	East Ward	Mrs. Chamley, Warcop House, Warcop, Penrith.
" ...	Windermere and Troutbeck.	Kendal ...	Mrs. Wilson, The Cottage, Windermere.
Worcester ...	Alvechurch ...	Bromsgrove ...	Rev. A. W. Cradock, Alvechurch.
" ...	Blockley ...	Shipston-on-Stour	Miss T. G. Anscombe, Park Road, Blockley.
" ...	Bewdley ...	Kidderminster, etc.	Mrs. Tangye, Herne's Nest, Bewdley.
" ...	Evesham ...	Evesham ...	Miss Marian Holton, Cleeve Prior, Evesham.
" ...	Lindridge ...	Tenbury ...	Rev. E. A. Lane, Lindridge Vicarage, Tenbury.
" ...	Stone, Chaddesley, and Churchill.	Kidderminster and Bromsgrove Unions.	Mrs. Taylor, Lynwood, Blakedown, Kidderminster.
" ...	Stoke Prior, etc...	Bromsgrove and Droitwich.	Rev. C. Stockdale, Stoke Prior Vicarage, Bromsgrove.
Yorks ...	Bishop Thornton, Warsill, etc.	Pateley Bridge, Ripon and Knaresborough Unions.	Rev. A. H. Guerts, Bishop Thornton, Leeds.
" ...	Broughton ...	Skipton ...	Rev. H. Marchal, The Manse, Broughton, Skipton.
" ...	Clifford ...	Wetherby ...	Rev. Mathew Gosse, Convent of Mercy, Clifford, Boston Spa.
" ...	Egton ...	Whitby ...	R. Bennison, Esq., Grosmont, Yorks.
" ...	Kingston-on-Hull	Kingston-on-Hull and Sculcoates Unions.	Mrs. Greenshaw, 142, St. George's Road, Hull.
" ...	Malton, etc. ...	Malton ...	Miss Peach, Appleton-le-Street House, Malton.
" ...	Huntington, etc...	York ...	Rev. G. K. Meyer, The Nook, Huntington, York.
" ...	Otley ...	Wharfedale ...	Mrs. Arnold Forster, Cathedine, Burley-in-Wharfedale.
" ...	Sedbergh ...	Sedbergh ...	Miss Sedgwick, Thorns Hall, Sedbergh.
" ...	Settle ...	Settle ...	Mrs. Mott, Giggleswick, Settle.
" ...	Whitby ...	Whitby ...	Mrs. Austen, The Rectory, Whitby.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Yorks	South Bank	Middlesbrough	Rev. Canon Nolan, St. Peter's, South Bank, R.S.O., Yorks.
"	Whitby and Rusewarp (R.C.)	Whitby	Miss Jane Hutton, 3, Esk Terrace, Whitby.

No. 3 DISTRICT—*continued.*

LIST OF COMMITTEES AUTHORISED UNDER THE BOARDING OF CHILDREN IN UNIONS ORDER, 1889, ONLY.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Berks	Maidenhead	Maidenhead	Miss K. Adams, Cannon Hill, Maidenhead.
"	Thatcham and Cold Ash.	Newbury	Mrs. Carter, Newtown House, Thatcham, Newbury.
"	Welford	Newbury	Mrs. Burbridge, The Cottage, Easton, Newbury, Berks.
"	Wokingham Union.	Wokingham	Mrs. Heelas, Weston House, Wokingham.
Buckingham	Wycombe Union	Wycombe	Mrs. Spencer, Tylers' Green Vicarage, Penn.
Cambridge	Chesterton Union	Chesterton	Mrs. M. A. Ramsey, 71, Chesterton Road, Cambridge.
Chester	Alderley and Great Warford.	Macclesfield	Miss K. Bell, Alderley Rectory, Crewe.
"	Birkenhead Union	Birkenhead	Mrs. Glover, Gleddingholm, Oxtan.
"	Eaton, Marton and Gawsworth.	Macclesfield	Mrs. Antrobus, Eaton Hall, Congleton.
"	Hyde, etc.	Stockport	Mrs. Oldham, Albert House, Hyde, Manchester.
"	Stockport, Cheadle, etc.	Stockport	Miss F. M. Godson, Cheadle House, Cheadle, Cheshire.
Cornwall	Falmouth Union	Falmouth	Miss Julia Genn, Florence Cottage, Falmouth.
Cumberland	Brampton	Brampton	Miss E. Lee, West Hill, Brampton, Carlisle.
"	Cockermouth Union.	Cockermouth	Miss A. M. Hartley, Armathwaite Hill, Cockermouth.
Derby	Chapel - en - le - Frith.	Chapel - en - le - Frith.	Dr. J. Nall, Buxton Road, Whaley Bridge, near Stockport.
"	South Normanton and Blackwell.	Mansfield	Mrs. Radford, Carnfield Hall, Alfreton.
Devon	Bideford Union	Bideford	Mrs. Colwill, 24, Lime Grove, Belvoir Road, Bideford.
"	Torrington Union	Torrington	Mrs. Chapple, Well Street, Great Torrington.
Dorset	Bridport	Bridport	Miss A. L. Colfox, Westmead, near Bridport.
"	Poole Union	Poole	A. J. H. Pearce, Esq., 139, High Street, Poole.
"	Sherborne Union	Sherborne	Rev. E. W. Gooden, Nether Compton, Sherborne.
Durham	Teesdale	Teesdale	Miss Olive Nixon, 43, Gulgate Barnard Castle.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Essex	Dedham ...	Lexden and Winstree-	F. Folkard, Esq., Copford Green, Copford.
"	East Ham ...	West Ham ...	Miss C. A. Bayne, Little Ilford Rectory, Manor Park, E.
"	Forest Gate ...	West Ham ...	Mrs. A. F. Moar, 53, Hampton Road, Forest Gate, E.
"	Leyton ...	West Ham ...	Miss Skelton, Lime Tree House, High Road, Leyton.
"	Leytonstone ...	West Ham ...	Mrs. Ray, 13, South-west Road, Leytonstone, E.
"	Rochford Union	Rochford ...	Rev. G. G. Kemp, Rawreth Rectory, Battles Bridge, Wickford, S.O., Essex.
"	Romford Union...	Romford ...	Rev. J. H. Pemberton, Havering, Romford.
"	Saffron Walden...	Saffron Walden...	Rev. H. Brabant Smith, Elmdon Vicarage, Saffron Walden.
"	Walthamstow ...	West Ham ...	Rev. W. Douglass, St. John's Vicarage, Walthamstow.
"	Wanstead ...	West Ham ...	Mrs. Hands, 3, Wellington Road, Wanstead.
"	Woodford St. Mary.	West Ham ...	Soanes F. Gardner, Esq., Meads, Woodford Green.
Hereford	Bromyard Union	Bromyard ...	Mrs. Morgan, Stoke Lacey Rectory, Bromyard.
"	Ledbury Union...	Ledbury ...	Miss Riley, Putley Court, Ledbury.
Hertford	St. Albans Union	St. Albans ...	E. F. W. Hicatt, Esq., Homeland, Hatfield Road, St. Albans.
Kent	Bromley Union...	Bromley ...	Mrs. E. M. Norman, Chelsfield.
"	Elham Union ...	Elham ...	Hon. Florence Daly, 9, Lennard Road, Folkestone.
"	Maidstone Union	Maidstone ...	Mrs. Fletcher, Ewell Manor, West Farleigh, Maidstone.
"	Malling Union ...	Malling ...	Miss E. Phillips, Ryarsh, West Malling.
"	Tonbridge Union	Tonbridge ...	Miss E. Metcalf, Southborough, Tunbridge Wells.
"	West Ashford ...	West Ashford ...	H. D. Headley, Esq., Ashford, Kent.
Lancaster	Bolton Union ...	Bolton ...	Miss Barlow, Greenthorne, Edgworth, near Bolton.
"	Ormskirk Union	Ormskirk ...	Rev. J. Gibson Deaville, Ainsdale, Southport.
"	Preston Union ...	Preston ...	Miss E. J. Irvin, 1, East Cliff, Preston.
"	South Manchester	Chorlton ...	Mrs. Redford, Willholme, Chorlton-cum-Hardy, Manchester.
Leicester	Leicester Union...	Leicester ...	Jesse Porter, Esq., 60, Lower Hastings Street, Leicester.
Leicester and Northampton	Market Harborough Union.	Market Harborough.	Rev. C. E. Danby, Weston-by-Welland.
Lincoln	Bardney and Stainfield.	Lincoln ...	Miss Varlow, Chestnut House, Bardney, Lincoln.
"	Fiskerton, etc. ...	Lincoln ...	Rev. T. H. Vines, Fiskerton Rectory, Fiskerton.
"	Grimsby Union...	Grimsby ...	M. B. Emmitt, Esq., 86, Blundell Street, New Cleethorpes, Grimsby.
"	Lincoln ...	Lincoln ...	Lieut.-Col. J. M. Warrener, The Long Leys, Lincoln.
"	Saxilby ...	Lincoln ...	Dickerson Lang, Esq., Conway Villa, Saxilby, Lincoln.
"	Scampton, etc. ...	Lincoln ...	Miss Farrow, Ingham, Lincoln.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Lincoln ...	Spalding Union...	Spalding ...	Miss A. E. Stableforth, St. Peter's Lodge, Spalding.
" ...	Welton	Lincoln	Rev. S. Wild, Dunholme, Lincoln.
Monmouth...	Pontypool Union	Pontypool ...	Mrs. Harding, The Elms, Pontypool Road, Pontypool.
Norfolk ...	Docking	Docking	Rev. W. A. Noyle, Ringstead, Lynn.
" ...	Loddon and Clavering.	Loddon and Clavering.	John S. Leman, Esq., Loddon, Norwich.
" ...	Wayland Union...	Wayland ...	Mrs. Youngman, Wilby House, Attleborough, Norfolk.
" ...	Depwade Union ..	Depwade ...	
Norfolk and Cambs.	Ely Union ...	Ely	J. L. Luddington, Esq., Audley House, Littleport.
Northampton	Kettering Union	Kettering ...	Mrs. Garratt, 13, Silver Street, Kettering.
Nottingham..	Mansfield ...	Mansfield ...	Mrs. K. Plumbe, Linden House, Mansfield.
" ...	Mansfield Woodhouse, Warsop, and Pleasley.	Mansfield ...	Miss E. Beard, Church Warsop, Mansfield.
" ...	Nottingham Union.	Nottingham ...	Miss Evans, South Road, The Park, Nottingham.
" ...	Sutton-in-Ashfield, etc.	Mansfield ...	Mrs. Bonsor, Forest Lodge, Sutton-in-Ashfield.
Salop ...	Madeley	Madeley	Miss Barker, Willowhurst, Pool Hall, Dawley.
" ...	Bridgnorth Union	Bridgnorth ...	Rev. I. G. Haywood, Monkhopton, Bridgnorth.
Somerset ...	Long Ashton Union.	Long Ashton ...	Mrs. Leach, The Batch, Nailsea.
" ...	Wells	Wells	John Bishop, Esq., Wells, Somerset.
Southampton	Havant Union ...	Havant	Mrs. Scott, The Rectory, Havant.
" ...	Hursley Union ...	Hursley	Hon. G. W. Hewitt, Field House, Hursley.
" ...	Romsey Union ...	Romsey	Miss Purchase, 54, The Hundred, Romsey.
Stafford ...	Burton, Burton Extra, etc.	Burton-on-Trent	Mrs. Nicholas, 3, Hamilton Road, Burton-on-Trent.
" ...	Lichfield Union...	Lichfield ...	Mrs. C. J. Morgan, 26, St. John Street, Lichfield.
" ...	Stafford	Stafford	C. H. Green, Esq., Gaol Square, Stafford.
" ...	Stoke-upon-Trent Union	Stoke-upon-Trent	Mrs. Wedgwood, Idlerocks, Stone.
Suffolk ...	Blything Union...	Blything... ..	Rev. E. A. Cooke, Peasenhall Vicarage, Saxmundham.
" ...	Bury St. Edmunds	Bury St. Edmunds	Mrs. Fallowfield, 27, Corn Hill, Bury St. Edmunds.
" ...	Mutford and Lothingland Union.	Mutford and Lothingland.	H. Le Grice, Esq., 116, London Road, Lowestoft.
" ...	Sudbury	Sudbury	Miss M. E. Braithwaite, Acton Place, Suffolk, R.S.O.
" ...	Walsham - le - Willows.	Stow	Rev. A. L. Harrison, Walsham-le-Willows.
" ...	Woodbridge Union.	Woodbridge ...	Miss Barlow, Hasketon, Woodbridge.
Surrey ...	Chertsey Union...	Chertsey ...	Mrs. G. F. Wilson, Heatherbank, Weybridge Heath.
" ...	Croydon Union...	Croydon ...	Mrs. Leeds, Tower House, Birdhurst Road, Croydon.

County.	Name of Committee.	Union in which established.	Name and Address of Secretary.
Surrey ...	Farnham Union...	Farnham ...	Mrs. Stevens, Castle Street, Farnham.
Sussex ...	East Grinstead Union.	East Grinstead ...	Miss G. Payne Crawford, Ardmillan, East Grinstead.
„ ...	East Preston Union.	East Preston ...	Major Andrews, R.E., The Bay Trees, East Preston.
„ ...	Hastings Union...	Hastings ...	Mrs. C. Tyrwhitt, Tregenna, Albany Road, St. Leonards-on-Sea.
„ ...	Horsham Union...	Horsham ...	Miss Eve, 18, North Street, Horsham.
„ ...	Uckfield Union ...	Uckfield ...	Mrs. Corbett, Woodgate, Danehill, Sussex.
Warwick ...	Warwick... ..	Warwick... ..	Mrs. A. R. Wilson, 7, Avon Place, Warwick.
„ ...	Leamington, Hastings, etc.	Rugby ...	Mrs. Powlett, Frankton Manor House, Rugby.
Wilts ...	Bradford-on-Avon	Bradford-on-Avon	Miss Wheeler, Kingston Cottage, Bradford-on-Avon.
„ ...	Chippenham Union.	Chippenham ...	Miss A. M. Collen, Rowden Hill, Chippenham.
„ ...	Pewsey Union ...	Pewsey ...	The Rev. and Hon. Canon Bouverie, Pewsey.
„ ...	Tisbury Union ...	Tisbury ...	Mrs. C. Jeffery, Old Wardour, Salisbury.
Worcester ...	Shipston-on-Stour Union.	Shipston-on-Stour	Mrs. Causton, Stretton, Moreton-in-Marsh.
York ...	Halifax Union ...	Halifax ...	Mrs. G. H. Smith, The Gleddings, Halifax.
„ ...	Huddersfield Union.	Huddersfield ...	J. H. Stuttard, Esq., Ramsden Street, Huddersfield.
„ ...	Keighley Union...	Keighley...	Mrs. M. A. Greenwood, 11, Holker Street, Keighley.
„ ...	North Bierley Union.	North Bierley ...	A. Booth, Esq., James Street, Thornton, Bradford, Yorks.
„ ...	Patrington Union	Patrington ...	Mrs. Miller, Winestead Rectory, Hull.
„ ...	Pontefract Union	Pontefract ...	J. G. Wood, Esq., 3, Freeston Terrace, Normanton.
„ ...	Wakefield Union .	Wakefield ...	Miss C. Robinson, Pinderfields House, Wakefield.
WALES.			
Anglesey ...	Aethwy	Bangor and Beaumaris.	Mrs. Griffith, Llangloed Vicarage, Beaumaris.
Cardigan ...	Aberystwith ...	Aberystwith ...	Mrs. Colby, Carregwen, Aberystwith.
Carnarvon ...	Ogwen	Bangor and Beaumaris.	W. Lester Smith, Esq., Tynewydd, Bangor.
Glamorgan and Brecon	Merthyr Tydfil Union.	Merthyr Tydfil ...	Rev. J. H. Davies, Ardwyn, Cefn Coed, near Merthyr Tydfil.
Merioneth and Carnarvon.	Festiniog Union ..	Festiniog ...	Miss A. C. Jones, Ynysfor, Penrhyndeudraeth, Carnarvon.

Local Government Board,
Whitehall, S.W.
November 29th, 1906.

STATUTORY ENACTMENTS RELATING TO SUBJECTS CONNECTED WITH THE POOR LAW, BUT NOT DEALT WITH BY GENERAL ORDERS.

THE following pages deal with matters which are constantly coming under the notice of boards of guardians, but respecting which neither the Local Government Board nor their predecessors have issued orders. An endeavour has been made to bring together the chief statutory enactments bearing upon each subject in the hope that such an arrangement will be found convenient and helpful.

The subjects are placed in alphabetical order and comprise:

1. Boarding of adults and children in other workhouses.
2. Boarding of adults and children in institutions other than workhouses.
 - (a.) Adult blind or deaf and dumb paupers.
 - (b.) Blind or deaf children.
 - (c.) Defective and epileptic children.
3. Burial of paupers.
4. Certified schools.
5. Cleansing of Persons Act, 1897.
6. Combination of Poor Law Authorities.
7. Control of guardians over certain classes of children.
8. Cruelty to children, prevention of.
9. Emigration.
10. Idiots, Imbeciles, and Insane Paupers.
11. Industrial schools.
12. Infant life protection.
13. Loans.
14. Lunacy.
15. Maintenance by relatives, etc.
16. Registrars of births and deaths.
17. Religious instruction of paupers.
18. Removal of paupers.
19. Subscriptions by boards of guardians.
20. Superannuation of poor law officers.

BOARDING OF ADULTS AND CHILDREN IN OTHER WORKHOUSES.

The following enactments relate to this subject:—

7 & 8 Vict.
c. 101.

The Poor Law Amendment Act, 1844, s. 51.

Children may
be sent to
district
schools from
parishes and
unions not
combined.

In any case where a parish or union is not combined in a school district, *and where any part of such parish or union is not more than twenty miles from a district school*, the board of guardians of such parish or union may, with the consent of the board of such district, send to such district school any infant poor not above the age of sixteen years, being chargeable to any such parish or union, who are orphans, or are deserted by their parents, or whose parents or surviving parent or guardians are consenting thereto; and the costs of the maintenance, employment and instruction of such infant poor in such district schools shall be paid by such board of guardians to such district board, according to such rates and at such times and in such manner as may be agreed upon by the said boards, with the approbation of the said Commissioners [the Poor Law Commissioners], and such infant poor while at such district school shall be subject to the control and management of such district board and their officers, in like manner as if the said parish or union were combined in such school district by virtue of this Act.

29 & 30 Vict.
c. 113.

The limitation of distance imposed by the words in italics was withdrawn by s. 16 of the Poor Law Amendment Act, 1866.

7 & 8 Vict.
c. 101.
32 & 33 Vict.
c. 63.
3 Edw. 7,
c. 19.

Parishes and unions may be combined into school districts under s. 40 of the Poor Law Amendment Act, 1844, and may be dissolved under s. 1 of the Metropolitan Poor Amendment Act, 1869, extended by s. 1 of the Poor Law (Dissolution of School Districts and Adjustments) Act, 1903.

12 & 13 Vict.
c. 103.

The Poor Law Amendment Act, 1849, s. 14.

[Guardians
may contract
to receive
poor belong-
ing to another
union.]

Where the workhouse of any union or parish shall be governed or regulated by rules, orders or regulations of the Poor Law Commissioners or of the Poor Law Board, the guardians of the union or parish to which such workhouse belongs, in case of the overcrowding of the workhouse of any other union or parish, or the prevalence or reasonable apprehension of any epidemic or contagious disease, or in and towards carrying out any legal resolution for the emigration of poor persons, may, with the consent of the Poor Law Board, receive, lodge and maintain in the first-mentioned workhouse, upon such terms as shall be mutually agreed upon by the respective boards of guardians, any poor person belonging to such

other parish or union; and such poor person so received into such first-mentioned workhouse shall while therein be treated in all respects in like manner, and be subject to the same regulations and liabilities, as the other poor persons therein, and shall be deemed to be chargeable in the first instance to the common fund of the union or to the parish in the workhouse whereof such poor person shall be received: Provided always, that the abiding of any such poor person in such workhouse shall in all other respects be attended with the same legal consequences as if such workhouse had been situated within the union or parish from which such poor person shall have been sent.

By the *Divided Parishes and Poor Law Amendment Act, 1876, s. 22*, the above provision is "extended to the managers of a district or other asylum for the reception of paupers, and to every case where the Local Government Board shall deem it expedient and shall give their consent, until such consent shall be withdrawn." 39 & 40 Vict. c. 61. Extension of foregoing enactment.

The Poor Law Amendment Act, 1851, s. 6.

Where in any union or parish there shall be a workhouse or building having adequate provision for the reception, maintenance and education of poor children, and there shall be more accommodation therein at any time than the guardians of such union or parish shall require for the poor children of their own union or parish, such guardians may, with the consent of the Poor Law Board, contract with the guardians of any other union or parish, *any part of which is not more than twenty miles from such workhouse or other building*, for the reception, maintenance and instruction therein of any poor children under the age of sixteen years chargeable to such other union or parish, or to any parish in such other union, being orphans or deserted by their parents, or whose parents or surviving parent shall consent; and such last-mentioned children while at such workhouse or other building shall be maintained and instructed in the same manner in all respects as the children of the union or parish to which such workhouse or other building shall belong, and shall be subject to the control and management of the guardians of such union or parish, or their officers, in like manner as if such children were chargeable to such union or parish: Provided always, that the abiding of any such child in any such workhouse or building shall in all other respects be attended with the same legal consequences as if such workhouse or building had been situated within the union or parish from which such child shall have been sent.

14 & 15 Vict. c. 105.

[Children may be sent to workhouse, etc., of another union.]

The limitation of distance imposed by the words in italics was withdrawn by s. 16 of the Poor Law Amendment Act, 1866. 29 & 30 Vict. c. 113.

31 & 32 Vict.
c. 122.

[Idiotic, im-
becile or
insane
paupers may
be sent to
another
workhouse.]

The Poor Law Amendment Act, 1868, s. 13.

The guardians of any union or parish may, with the consent of the Poor Law Board, . . . send any idiotic, imbecile or insane pauper who may be lawfully maintained in a workhouse to the workhouse of any other union or parish, with the consent of the guardians of such last-mentioned union or parish, and pay the cost of the maintenance, clothing and lodging of such pauper in the . . . workhouse, as well as the cost of his conveyance thereto or his removal therefrom, and the expenses of his burial when necessary.

As to sending idiots to an asylum, see p. 670. See also the Idiots Act, 1886, *ibid.*

BOARDING OF ADULTS AND CHILDREN IN INSTITUTIONS OTHER THAN WORKHOUSES.

ADULT BLIND OR DEAF AND DUMB PAUPERS.

30 & 31 Vict.
c. 106.

Guardians
may provide
for adult
paupers
blind or deaf
and dumb.

By the Poor Law Amendment Act, 1867, s. 21, the guardians may provide for the reception, maintenance and instruction of any adult pauper, being blind or deaf and dumb, in any hospital or institution established for the reception of persons suffering under such infirmities, and may pay the charges incurred in the conveyance of such pauper to and from the same, as well as those incurred in his maintenance, support and instruction therein.

BLIND OR DEAF CHILDREN.

56 & 57 Vict.
c. 42.

The Elementary Education (Blind and Deaf Children) Act, 1893.

“In this Act—

“The expression ‘blind’ means too blind to be able to read the ordinary school books used by children.

“The expression ‘deaf’ means too deaf to be taught in a class of hearing children in an elementary school.

“The expression ‘school’ includes any institution in which blind or deaf children are boarded or lodged as well as taught, and any establishment for boarding or lodging children taught in a certified school.” (*Sect. 15.*)

“For the purposes of the Elementary Education Acts, 1870 to 1891, a blind or deaf boy or girl shall be deemed to be a child until the age of sixteen years, and the period of compulsory education shall, in the case of such a child, extend to sixteen years.” (*Sect. 11.*)

The “Education Department” mentioned in the Act is now the Board of Education, and the “school authority” for purposes of elementary education is

now, under the Education Act, 1902, the council of every county, and of every county borough, and the council of every borough with a population of over ten thousand, or of an urban district with a population of over twenty thousand. 2 Edw. 7, c. 42.

Sect. 1.—(1.) The efficient elementary instruction which under the Elementary Education Act, 1876, a parent must cause his child to receive, shall, in the case of a blind or deaf child, be construed as including instruction suitable to such a child, and the fact of a child being blind or deaf shall not of itself, except in the case of a deaf child under seven years of age, be a reasonable excuse for not causing the child to attend school, or for neglecting to provide efficient elementary instruction for the child. Obligation of parents as to blind and deaf children.

(2.) In the case of a blind or deaf child, the fact that there is not within any particular distance from the residence of the child any public elementary school which the child can attend shall not of itself be a reasonable excuse for not causing the child to attend school, or for neglecting to provide efficient elementary instruction for the child.

Sect. 2.—(1.) It shall be the duty of every school authority, as defined by this Act, to enable blind and deaf children resident in their district, for whose elementary education efficient and suitable provision is not otherwise made, to obtain such education in some school for the time being certified by the Education Department as suitable for providing such education, and for that purpose either to establish or acquire and to maintain a school so certified, or to contribute, on such terms and to such extent as may be approved by the Education Department, towards the establishment or enlargement, alteration or maintenance of a school so certified, or towards any of these purposes, and, where necessary or expedient, to make arrangements, subject to regulations of the Education Department, for boarding out any blind or deaf child in a home conveniently near to the certified school where the child is receiving elementary education. Duty of school authority with respect to blind and deaf children.

(2.) Provided that the duty of a school authority under this section shall not extend to children who are—

- (a.) idiots or imbeciles; or
- (b.) resident in a workhouse or in any institution to which they have been sent by a board of guardians from a workhouse; or
- (c.) boarded out by guardians.

Sect. 8.—(3.) In selecting a school under this Act, the school authority shall be guided by the rules laid down in the Industrial Schools Act, 1866, and if a child is boarded out in pursuance of this Act the school authority shall, if possible, arrange for the Provisions as to religious instruction. 29 & 30 Vict. c. 118.

boarding out being with a person belonging to the religious persuasion of the child's parent.

(4.) Where a child is required in pursuance of this Act to attend any school, the child shall not be compelled to receive religious instruction, contrary to the wishes of the parent, and shall, so far as practicable, have facilities for receiving religious instruction and attending religious services conducted in accordance with the parent's persuasion, which shall be duly registered on the child's admission to the school.

Sect. 13.—This section repeals so much of any enactment as enables boards of guardians to send blind or deaf children to school, except as to children who are—

(a.) idiots or imbeciles; or

(b.) resident in a workhouse or in an institution to which they have been sent by a board of guardians from a workhouse; or

(c.) boarded out by guardians.

31 & 32 Vict.
c. 122.

This repeals, to the extent indicated, s. 42 of the Poor Law Amendment Act, 1868, which provided that "the guardians of any union or parish may, with the approval of the Poor Law Board, send any poor deaf and dumb or blind child to any school fitted for the reception of such child, though such school shall not have been certified under the provisions of" 25 & 26 Vict. c. 43.

DEFECTIVE AND EPILEPTIC CHILDREN.

Elementary Education (Defective and Epileptic Children) Act, 1899
(62 & 63 Vict. c. 32).

For the purposes of the Act "defective children" are such children as, not being imbecile and not being merely dull or backward, are by reason of mental or physical defect incapable of receiving proper benefit from the instruction in the ordinary public elementary schools, but are not incapable by reason of such defect of receiving benefit from instruction in such special classes or schools as are mentioned in the Act. "Epileptic children" are such children as, not being idiots or imbeciles, are unfit by reason of severe epilepsy to attend the ordinary public elementary schools. (29 *Rep. L. G. Bd.*, 1899-1900, p. 51.)

By s. 11 a defective or epileptic boy or girl shall, for the purposes of the Elementary Education Acts, 1870 to 1893, be deemed to be a child until the age of sixteen years.

Sect. 2 (1.) enables a school authority to provide for the education of "defective children" in their district—

"(a.) by classes in public elementary schools certified by the Education Department as special classes; or

"(b.) by boarding out, subject to the regulations of the Education Department, any such child in a house conveniently near to a certified special class or school; or

"(c.) by establishing schools, certified by the Education Department, for defective children;"

and, by sub-s. (2.), they may make provision for the education of epileptic children by establishing schools, certified by the Education Department, for such children.

Note.—"The expression 'school' includes any institution in which defective or epileptic children are boarded or lodged as well as taught, and any establishment for boarding or lodging children taught in a certified special class or school" (s. 14).

Sect. 9.—The board of guardians of any poor law union may contribute such of the expenses of providing, enlarging or maintaining any certified special class or school under this Act as are certified by the Education Department to have been incurred wholly or partly in respect of scholars taught at the class or school who are either resident in a workhouse or in an institution to which they have been sent by the guardians from a workhouse or boarded out by the guardians.

Contributions
by guardians
of the poor.

Sect. 10.—Nothing in this Act shall be construed as imposing a duty on a school authority to receive in a special class or school established by them any child—

Limitation on
liability of
school
authority.

(a.) * * * * *

(b.) who is resident in a workhouse, or in any institution to which he has been sent by the guardians from a workhouse, or boarded out by the guardians,

unless . . . the guardians are willing to contribute towards the expenses of the education and maintenance of the child such sum as may be agreed upon between the authorities concerned.

Sect. 12.—The provisions regulating religious instruction in certified schools for defective and epileptic children shall be the same as those enacted by s. 8 of the Elementary Education (Blind and Deaf Children) Act, 1893. (See p. 631.)

It has been held by the Local Government Board that the guardians are not precluded from subscribing towards the maintenance in an institution of a feeble-minded, *i.e.*, "defective," child who does not come within the classes enumerated in s. 10 (b.) of this Act.

BURIAL OF PAUPERS.

The following enactments relate to this subject:—

Act providing for the Burial of Bodies cast up by the Sea. 48 Geo. 3, c. 75.

By *sect. 1*, the churchwarden and churchwardens, overseer and overseers of the poor for the time being of any parish, upon receiving notice that any dead human body is cast on shore by the sea and is lying within the bounds of their parish, are required "to

Church-
wardens, etc.,
of the place
where any
dead body
shall be cast

on shore shall
cause the
same to be
removed and
interred.

cause the same to be forthwith removed to some convenient place, and with all convenient speed to cause such body or bodies to be decently interred in the churchyard or burial ground of such parish, so that the expenses attending on such burial do not exceed the sum which at that time is allowed in such parish for the burial of any person or persons buried at the expense of such parish"; and by s. 6 the churchwardens, etc., are to be re-imbursed such expenses by the treasurer of the county, on the order of a justice having jurisdiction in the parish in which such body was removed and buried.

7 & 8 Vict.
c. 101.

Burials of
paupers.

The Poor Law Amendment Act, 1844.

Sect. 31.—It shall be lawful for guardians, or where there are no guardians for the overseers, to bury the body of any poor person which may be within their parish or union respectively, and to charge the expense thereof to any parish under their control to which such person may have been chargeable, or in which he may have died, or otherwise in which such body may be; and unless the guardians, in compliance with the desire expressed by such person in his lifetime, or by any of his relations, or for any other cause, direct the body of such poor person to be buried in the churchyard or burial ground of the parish to which such person has been chargeable (which they are hereby authorised to do), every dead body which the guardians or any of their officers duly authorised shall direct to be buried at the expense of the poor rates, shall (unless the deceased person, or the husband or wife or next-of-kin of such deceased person, have otherwise desired) be buried in the churchyard or other consecrated burial ground in or belonging to the parish, division of parish, chapelry or place in which the death may have occurred; and in all cases of burial under the direction of the guardians or overseers as aforesaid, the fee or fees payable by the custom of the place in which the burial may take place, or under the provisions of any Act of Parliament, shall be paid out of the poor rates, for the burial of each such body, to the person or persons who by such custom or under such Act may be entitled to receive any fee: Provided always, that it shall not be lawful for any officer connected with the relief of the poor to receive any money for the burial of the body of any poor person which may be within the parish, division of parish, chapelry, or place in which the death may have occurred, or to act as undertaker for personal gain or reward in the burial of any such body, or to receive any money from any dissecting school or school of anatomy, or hospital, or from any person or persons to whom any such body may be delivered, or to derive any personal emolument whatever for or in

respect of the burial or disposal of any such body, and any officer offending as aforesaid shall, on conviction thereof before any two justices, forfeit and pay a sum not exceeding five pounds.

“Guardians, and overseers in places where there are no guardians, are now enabled to bury the dead body of any poor person being within their parish or union” (11 *Rep. P. L. Comrs.*, 1845, p. 139), and the expenses, by s. 1 of the Union Chargeability Act, 1865, are to be charged upon the common fund.

28 & 29 Vict.
c. 79.

“The Poor Law Commissioners said in their official circular, that the effect of the whole provision in 7 & 8 Vict. c. 101, s. 31, appears to them to be as follows:—

“1. As a general rule, all bodies buried by guardians are to be buried in a churchyard or in a consecrated burial ground, and this in the parish, or township, of the death. 2. But the burial in such churchyard or consecrated burial ground may be dispensed with by the desire of the deceased, or husband, wife, or next-of-kin. 3. If the burial in the churchyard or consecrated burial ground be dispensed with in compliance with such desire the guardians may apparently authorise the burial anywhere, *i.e.* in unconsecrated ground, or in ground out of the parish of the death. 4. Also the guardians may authoritatively direct the burial to take place in the parish where the deceased was chargeable. But this is a departure from the general law and is in this clause made the exception. It is only authorised when the deceased or his relatives have desired it, or the guardians see particular cause for it. This case may arise when there is an objection of the deceased or his friends to burial in the churchyard or consecrated burial ground of the parish. And if there be any burial ground of the parish or township (*i.e.* belonging to the township) which is not consecrated, the guardians may bury the body in such burial ground. (10 O. C. (N.S.) 149.)” (Glen’s Poor Law Orders, 11 Ed., p. 420.)

Sect. 56.—For the purposes of relief, settlement and removal of poor persons, and the burial of the poor, the workhouse of any union or parish, and every such district school, shall be considered as situated in the parish to which each poor person respectively to be relieved, removed or buried, or otherwise concerned in any such purpose, is or has been chargeable: Provided always, that every birth and death within any such workhouse or building shall be registered in the parish or place in which such workhouse or building is locally situated; and all fees for registering births and deaths in any such workhouse or building shall be charged by the guardians to the parish or union to which the person dying or the mother of the child respectively is chargeable.

Workhouse to be deemed to be situate in every parish of a union, etc.

“By 7 & 8 Vict. c. 101, s. 56, the workhouse is constructively situated in the parishes to which the paupers are respectively chargeable, but now by the Union Chargeability Act, 1865, 28 & 29 Vict. c. 79, s. 10, for the purposes of the burial of any poor person dying in the workhouse of any union, such workhouse shall be considered as situated in the parish in the union where such poor person resided last, previously to his removal to the workhouse; therefore only the fees payable by custom on the burial of a parishioner can be claimed when the dead body of a pauper is removed from the workhouse to the parish of chargeability for burial. With regard to the payment of burial fees under 7 & 8 Vict.

c. 101, s. 31, the rule is that where the burial takes place under the direction of the guardians or any of their officers duly authorised, the fee or fees payable by the custom of the parish 'shall be paid out of the poor rates' for the burial, to the person or persons entitled by the custom to receive any fee.' (Glen's Poor Law Orders, 11 Ed., pp. 418-19.)

11 & 12 Vict.
c. 110.

The Poor Law Amendment Act, 1848.

Costs for relief
of wandering
poor, etc., to
be charged to
the common
fund of
unions.

Sect. 1 . . . the cost of the relief to be given to any poor person chargeable or becoming chargeable in any union formed or to be formed under the provisions of the said Act [4 & 5 Will. 4, c. 76], being a destitute wayfarer or wanderer or foundling, as well as the cost of the burial of the body of any such person dying within such union shall be chargeable to the common fund of such union.

9 & 10 Vict.
c. 66.

By Sect. 3, the expenses of the burial of paupers rendered irremovable by the Poor Removal Act, 1846, if legally payable by the guardians of the union, are to be charged to the common fund.

The above provisions, at first temporary, were continued by 12 & 13 Vict. c. 103, s. 1; 13 & 14 Vict. c. 101, s. 1; 14 & 15 Vict. c. 105, s. 1, etc., and made perpetual by 24 & 25 Vict. c. 55, s. 8.

From the case of *Reg. v. Stewart* it would seem that the obligation to bury any poor person dying in a hospital falls upon the hospital authorities, and apparently the proper place would be the churchyard of the parish where the hospital is situate.

12 & 13 Vict.
c. 103.

The Poor Law Amendment Act, 1849.

Guardians
may appro-
priate certain
property of
paupers.

Sect. 16.— . . . in the event of the death of any pauper having in his possession or belonging to him any money or property, the guardians of the union or parish wherein such pauper shall die may reimburse themselves the expenses incurred by them in and about the burial of such pauper, and in and about the maintenance of such pauper at any time during the twelve months previous to the decease.

See note on p. 19.

Expenses of
burials re-
coverable as
loans.

Sect. 17.—It shall be lawful for the guardians of any union or parish to pay the costs of the burial of any poor person dying out of the limits of such union or parish who was at the time of the death in the receipt of relief from such guardians, and the cost of burying any poor person by or under the direction of any guardians or overseers shall be recoverable in like manner and from the same parties as the cost of any relief (if given to such person when living) would have been recoverable.

*Poor Law Amendment Act, 1850.*13 & 14 Vict.
c. 101.

Sect. 2.—It shall be lawful for the guardians of any union to contribute out of the common fund, or for the guardians of any parish to contribute out of the poor rates of such parish, such sum of money as the Poor Law Board shall approve, towards the enlargement of any churchyard or consecrated public burial ground in the parish wherein the workhouse shall be situated, or in any other parish of the union, or towards the obtaining of any such consecrated public burial ground; and where any such burial ground shall be enlarged or obtained with the aid of such contribution, it shall be lawful for them to bury therein the dead body of any poor person dying in such workhouse: Provided always, that nothing in this Act contained shall discharge or vary the obligation now imposed by law upon the guardians to bury the dead body of such poor person elsewhere, in case the deceased person, or the husband, or wife, or next-of-kin of such deceased person, shall have so requested: Provided also, that in all cases of burial under the direction of the guardians as aforesaid the fee or fees payable by the custom of the place where the burial may be, or under the provisions of any Act of Parliament, shall be paid by the said guardians for the burial of each such body to the person or persons who by such custom or under such Act shall be entitled to receive such fee or fees, and charged by them in like manner as the relief to the deceased when living was last chargeable.

[Contribution to enlarge or obtain burial grounds.]

Burials of poor persons dying in workhouses.

*The Poor (Burials) Act, 1855.*18 & 19 Vict.
c. 79.

Sect. 1.—Where the guardians of any union or parish, or any of their officers duly authorised in that behalf, or the overseers of any parish not under a board of guardians, shall undertake the burial of any poor person, or shall contribute money or other aid towards the same, and the burial cannot take place in the parish where, according to the provisions of the said Act [7 & 8 Vict. c. 101, s. 31, see *ante*], the same would have been required to take place, by reason of the public burial ground of such parish having been closed, and no other having been provided, or where, in consequence of the crowded state of such burial ground, the guardians or overseers respectively are of opinion that the burial of such dead body therein would be improper, it shall be lawful to bury such body in a public burial ground (some part of which has been consecrated) of or in some other parish as near as conveniently may be to the parish wherein the burial would have been required to take place according to the provisions of the said Act: Provided that in all cases of burial under the direction of the guardians or their officers,

Where burial ground of parish closed or overcrowded, guardians or overseers may bury in neighbouring parish.

or of the overseers, as aforesaid, the fee or fees payable by the custom of the place where the burial may be, or under the provisions of any Act of Parliament, shall be paid by the said guardians or overseers for the burial of each such body, to the person or persons who by such custom or under such Act of Parliament shall be entitled to receive such fee or fees.

Power to enter into agreements with cemetery companies, or burial boards.

Sect. 2.—The guardians of any union or parish, or the overseers of any parish not under a board of guardians, may from time to time enter into agreements with the proprietors of any cemetery established under the authority of Parliament, or with any burial board duly constituted under the statutes in that behalf, for the burial of the dead bodies of any poor persons which such guardians or overseers may undertake to bury, or towards the burial whereof they may render assistance; and thereupon the burial of any such body, under the directions of the said guardians or their officer, or of such overseers, or with their aid respectively, in such cemetery, or in the burial ground of such burial board (unless the deceased person, or the husband or wife or next-of-kin of such deceased person, have otherwise expressly desired) shall be lawful: Provided, however, that no such agreement shall be valid unless made in such form and with such stipulations as the Poor Law Board shall approve.

20 & 21 Vict.
c. 81.

The Burial Act, 1857.

Ordinary of diocese may consecrate the whole or part of land belonging to any parish for the burial of poor persons.

Sect. 6.—Where the guardians of any parish or union are or shall hereafter become possessed of any land suitable to the purposes of a burial ground, and the Poor Law Board shall consent to the same being appropriated to the reception of the dead bodies of any poor persons whom such guardians shall be authorised or required by law to bury, it shall be lawful for the ordinary of the diocese wherein such land shall be situated, if he see fit, to consecrate the whole or a part of such land for burial purposes, and after consecration the guardians may lawfully direct any such dead body as aforesaid to be buried therein; and the land so consecrated shall not thenceforth be used for any other purposes than for burials according to the rites of the [united] Church of England [and Ireland], and shall be kept in decent order; and the fences thereof, and any building or other erection therein or adjoining thereto used for the performance of the burial service, shall be maintained in good repair by the guardians, out of the common fund of such parish or union; provided, nevertheless, that the guardians shall not be authorised to direct the body of any poor person to be buried in such grounds who, or whose husband, wife, or next-of-kin, shall, by

letter addressed to the master of the workhouse or otherwise, have expressly desired burial to take place elsewhere.

The Local Government Board no longer consent to the provision of separate burial places for paupers only.

The Poor Law (Certified Schools) Act, 1862.

25 & 26 Vict.
c. 43.

Sect. 1 enables guardians, in the event of the death of a child whom they have sent to a school certified by the Local Government Board, to pay the expenses of his or her burial.

Union Chargeability Act, 1865.

28 & 29 Vict.
c. 79.

Sect. 1 enacts that . . . “the expenses of the burial of the dead body of any poor person under the direction of the guardians or any of their officers duly authorised, . . . shall be charged upon the common fund.”

Sect. 10.—For the purposes of the burial of any poor person dying in the workhouse of any union, such workhouse shall be considered as situated in the parish in the union where such poor person resided last previously to his removal to the workhouse.

Provision for
deaths in the
workhouse.

“Hence the proper place of burial for paupers who die in the workhouse will be the parish in which they were residing when they were removed to the workhouse, subject to such qualification as is contained in the 7 & 8 Vict. c. 101, s. 31” [p. 634]. (*Circ. Letter, February 28th, 1866, 19 Rep. P. L. Board, p. 36.*)

Poor Law Amendment Act, 1868.

31 & 32 Vict.
c. 122.

Sect. 13 enables guardians to pay the expenses of the burial when necessary of any idiotic pauper whom they may have sent to an asylum for idiots maintained at the charge of the county rate or by public subscription; or of any idiotic, imbecile or insane pauper whom they may have sent to the workhouse of any other union or parish with the consent of the guardians of such union or parish.

The Divided Parishes and Poor Law Amendment Act, 1876.

39 & 40 Vict.
c. 61.

Sect. 21. — . . . when a union is comprised in any school or other district the death of any pauper in the school or asylum of such district shall for the purposes of burial be deemed to have taken place in the parish of the union from which such pauper was sent to the said school or asylum, or to the workhouse of the union, as the case may be, and the charges of the burial shall be borne by the common fund of such union.

Provision for
deaths of
paupers in
district
schools or
asylums.

43 & 44 Vict.
c. 41.

Notice may
be given that
burial will
take place in
churchyard
or graveyard
without the
rites of the
Church of
England.

Burial Laws Amendment Act, 1880.

By Sect. 1, notice may be given to the rector, vicar or other incumbent, or in his absence the officiating minister in charge of any parish or ecclesiastical district or place, by the person having the charge of or being responsible for the burial of a deceased person, that it is intended that such deceased person shall be buried within the churchyard or graveyard of such parish or ecclesiastical district or place without the service for the burial of the dead according to the rites of the Church of England, and after receiving such notice no rector, vicar, incumbent or officiating minister shall be liable to any censure or penalty for permitting any such burial as aforesaid. The notice must be in writing in the form or to the effect of schedule (A.) annexed to the Act.

Paupers.

Sect. 2.—Such notice, in the case of any poor person deceased, whom the guardians of any parish or union are required or authorised by law to bury, may be given to the rector, vicar or other incumbent in manner aforesaid, and also to the master of any workhouse in which such poor person may have died, or otherwise to the said guardians, by the husband, wife or next-of-kin of any such poor person, who, for the purposes of this Act, shall be deemed to be the person having the charge of the burial of such deceased poor person; and in any such case it shall be the duty of the said guardians to permit the body of such deceased person to be buried in the manner provided by this Act.

53 Vict. c. 5.

The Lunacy Act, 1890.

Expenses of
removal, dis-
charge or
burial.

Sect. 297.—The necessary expenses attending the removal, discharge or burial of a pauper lunatic in any institution for lunatics, shall be borne by the union to which the lunatic is chargeable, or the local authority liable for his maintenance, and shall be paid by the guardians of the union or by the treasurer of the local authority.

Upon the subject of pauper interments, see the circular letter of the Local Government Board, May 22nd, 1882, p. 536.

CERTIFIED SCHOOLS.

25 & 26 Vict.
c. 43.

The Poor Law (Certified Schools) Act, 1862, “enables guardians to contract with the managers of any school supported wholly or in part by voluntary subscriptions, and certified by the Poor Law [Local Government] Board as fit for the purpose, for sending to the school children chargeable upon the poor rates who may be orphans or deserted by their parents, or whose parents may consent to their being so sent, and to pay for their maintenance and education a sum not

exceeding what would have been the cost of their relief in the workhouse" (15 *Rep. P. L. Bd.*, 1862-3, p. 20), or, under the 13th section of *The Divided Parishes and Poor Law Amendment Act*, 1882, not exceeding such rate of payment as may be sanctioned by the Local Government Board for pauper children sent to such school. No child may be sent to any certified school which is conducted on the principles of a religious denomination to which such child does not belong (s. 9), and no child may be detained in any certified school against its own will, if above the age of fourteen, nor against the will of its parents, or surviving parent, whatever be the age of such child (s. 7).

45 & 46 Vict.
c. 58.

Children over whom guardians have assumed control under the Poor Law Acts, 1889 and 1899 (see p. 647) may be sent to certified schools; and when a school has once been certified, the approval of the Local Government Board to the sending thither of any individual child is not required.

52 & 53 Vict.
c. 56.
62 & 63 Vict.
c. 37.

The Act is as follows :—

Sect. 1.—The guardians of any parish or union may send any poor child to any school certified as hereinafter mentioned [s. 2] and supported wholly or partially by voluntary subscriptions, the managers of which shall be willing to receive such child, and may pay out of the funds in their possession the expenses incurred in the maintenance, clothing and education of such child therein during the time such child shall remain at such school (not exceeding the total sum which would have been charged for the maintenance of such child if relieved in the workhouse during the same period) and in the conveyance of such child to and from the same, and, in the case of death, the expenses of his or her burial.

Power to the
guardians to
send children
to schools.

This section is extended by *The Divided Parishes and Poor Law Amendment Act*, 1882, which, by s. 13, enacts as follows:—"The guardians of any union who send any pauper child to a school certified under the Act of the twenty-fifth and twenty-sixth years of the reign of her present Majesty, chapter forty-three, may pay the reasonable expenses incurred in the maintenance, clothing, and education of such child whilst in such school to an amount not exceeding such rate of payment as may be sanctioned by the Local Government Board for pauper children sent to such school, anything contained in the said Act to the contrary notwithstanding."

45 & 46 Vict.
c. 58.

The expense of the conveyance of the child to and from the school, and, in the case of death, the expenses of his burial, would be additional to the maximum rate of payment sanctioned by the Local Government Board, and such payments do not require the approval of the said Board.

The sum usually fixed by the Local Government Board as a maximum weekly payment is 5s., but in some cases a maximum of 6s. and even of 7s. per week has been fixed.

If no maximum weekly payment has been so fixed, the payments are still limited to the "total sum which would have been charged for the maintenance of such child if relieved in the workhouse" during the same period. The Poor Law Board were advised by eminent counsel that the above words "must be taken to mean the sum which would have been chargeable to the parish to which

the child belonged in respect of its maintenance under s. 26 of the Poor Law Amendment Act, 1834, excluding the charges which then fell upon the common fund of the union under the 28th section of that Act, such as rent of the work-house, payments and allowances to union officers, and other common expenses, but including a fair apportionment of the general charges of clothing and provisions, and such other expenses as were formerly chargeable to the individual parishes." (12 *Rep. L. G. B.* 1882-83, p. 47.)

Poor Law Board to certify the school.

Sect. 2.—The Poor Law Board may, if they think fit, upon the application in writing of the managers of any such school as aforesaid, appoint such person as they shall deem proper to examine into the condition of the school, and to report to the said Board thereon, and, if satisfied with such report, that Board may, by writing under the hand of one of their secretaries, certify that such school is fitted for the reception of such children or persons as may be sent there by the guardians, in pursuance of this Act; and it shall be lawful for the said Board, if at any time they shall be dissatisfied with the condition or management of such school, by notice addressed to the managers, and signed as aforesaid, to declare that the certificate is withdrawn from and after a day to be specified therein, not less than two months after the date thereof.

The application of the managers should be made in the following form :—

THE POOR LAW (CERTIFIED SCHOOLS) ACT, 1862.

[25 & 26 VICT. c. 43.]

* Insert "Managers" or "major part of the Managers," as the case may be.
† Give the name, address, and objects of the School.

SIR,—We, being the * of a school † supported wholly or partially by voluntary subscriptions, beg to request that the Local Government Board will, under the second section of the above Act, cause an examination to be made into the condition of the above-mentioned school, and should the result of such examination appear to them satisfactory, will certify such school as fitted for the reception of such children or persons as may be sent there by the guardians of unions or separate parishes in pursuance of the said Act.

We remain, Sir,
Your obedient Servants,

To the Secretary of the Local Government Board.

Poor Law Board may order children to be removed from school.

Sect. 3.—If the Poor Law Board shall be of opinion that any person is aggrieved by any child being so sent or kept at such school as aforesaid, the Board may order any such child to be removed; and the guardians shall forthwith cause such child to be removed from the school, and every engagement previously entered into for the payment of the charges of such child shall thereupon cease, and become void for the future.

School to be open to inspection.

Sect. 4.—Every school wherein any such child shall be received shall be open to the visitation and inspection of any inspector appointed by the Poor Law Board, and he shall be empowered to

make any examination into the state and management of the same which he shall deem requisite, and the condition and treatment of the said children therein, and shall make his report thereon to the said Board; and the guardians by whom any child may have been sent to any such school as aforesaid may from time to time appoint any one of their body to visit and inspect such school, and such school shall at all reasonable times be open to such visitation or inspection.

The number of their own body whom guardians may appoint to visit and inspect a certified school at the expense of the rates is limited to one, and the order of June 27th, 1870, as to deputations is not considered applicable to such a case.

Sect. 5.—The guardians may at any time, at their discretion, and shall, upon the requisition of the managers of the school, or upon the withdrawal of the certificate, as herein provided, cause any such child to be removed from any such school, and brought back to their parish or union.

Guardians to bring back child to parish or union.

Sect. 6.—No child shall be sent to such school unless he or she be an orphan, or deserted by his or her parents or surviving parent, or be one whose parents or surviving parent shall consent to the sending of such child to the said school.

Description of child to be sent to school.

Children over whom guardians have assumed control under the Poor Law Acts, 1889 and 1899, may be sent to certified schools, or boarded out beyond the limits of the union.

52 & 53 Vict. c. 56.
62 & 63 Vict. c. 37.

Sect. 7.—Nothing herein contained shall enable the guardians to keep any child in any school against the will of such child, if above the age of fourteen, or of the parents or surviving parent of such child, whatever be the age of the child.

Continuance in school not to be compulsory.

Sect. 8.—The expenses incurred by the guardians in respect of any child under this Act shall be charged to the same fund and in the same manner as the relief otherwise supplied to such child would be charged.

Charge of expenses, how to be borne.

Sect. 9.—No child shall be sent under this Act to any school which is conducted on the principles of a religious denomination to which such child does not belong.

Child not to be sent to certain schools.

Sect. 10.—The several words used in this Act shall be construed as in the Act of the fourth and fifth years of William the Fourth, chapter seventy-six: and the word "school" shall extend to any institution established for the instruction of blind, deaf, dumb, lame, deformed or idiotic persons, but shall not apply to any certified reformatory school.

Interpretation of "school."

By s. 109 of the Act cited "the word 'poor' shall be construed to include any pauper or poor or indigent person applying for or receiving relief from the poor rate in England or Wales, or chargeable thereto."

The word "child" in this Act must apparently be taken as meaning a person under the age of 21 years.

31 & 32 Vict.
c. 122.

By s. 42 of the *Poor Law Amendment Act*, 1868, guardians might send any poor deaf and dumb or blind child, with consent of the Poor Law Board, to any school fitted for its reception, though not certified under 25 & 26 Vict. c. 43. The *Elementary Education (Blind and Deaf Children) Act*, 1893, however, repeals the power of guardians to send blind or deaf children to school, except such as are (a.) idiots or imbeciles; or (b.) resident in a workhouse, or in an institution to which they have been sent by a board of guardians from a workhouse; or (c.) boarded out by guardians. "School" in the above Act includes any institution in which blind or deaf children are boarded or lodged as well as taught, and any establishment for boarding or lodging children taught in a certified school [*i.e.* certified under the Act quoted], and a blind or deaf boy or girl is to be deemed a child for the purposes of the Elementary Education Acts, 1870 to 1891, until the age of 16 years.

56 & 57 Vict.
c. 42.

The Local Government Board have sanctioned subscriptions to a certified school independently of contributions in respect of any particular child, on the ground that the fact that an institution which comes within s. 10 of the Poor Law Act, 1879, is also a certified school, does not render the enactment inapplicable.

Sect. 11.—This Act shall not extend to Scotland or Ireland.

For list of schools and institutions certified under the foregoing Act, see p. 594.

See also the circular as to "Training Pauper Boys for the Sea Service," May 17th, 1904, p. 585.

29 & 30 Vict.
c. 113.

The *Poor Law Amendment Act*, 1866, by s. 14, provides "that if the parent, step-parent, nearest adult relative, or next-of-kin of any child not belonging to the Established Church, relieved in a workhouse or in a district school, or in case there should be no parent, step-parent, nearest adult relative, or next-of-kin, then the God-parent of such child, make application to the said Board [now Local Government Board] in such behalf, the Board may, if they think fit, order that such child shall be sent to some school established for the reception, maintenance and education of children of the religion to which such child shall be proved to belong, and duly certified by the Poor Law Board under the statute of the twenty-fifth and twenty-sixth Victoria, chapter forty-three; and the guardians of the union or parish to which such child shall be chargeable shall, according to the terms of such order, cause the child to be conveyed to such school, and pay the costs and charges of the maintenance, lodging, clothing and education of the said child therein, and all the provisions of the said statute shall thenceforth apply to the said child."

31 & 32 Vict.
c. 122.

29 & 30 Vict.
c. 113.

The *Poor Law Amendment Act*, 1868, enacts in s. 23, that "the Act of the twenty-fifth and twenty-sixth Victoria, chapter forty-three, and section fourteen of the Poor Law Amendment Act of 1866, shall

apply to illegitimate as well as legitimate children; and with regard to illegitimate children the consent of the mother, if she has the care, custody or possession of the child, shall be sufficient for the purposes of those Acts; and in case of a deserted child or an orphan child on behalf of whom no relative, next-of-kin, step-parent, or God-parent shall make application, the Poor Law Board may exercise the power conferred upon them by section fourteen of the said Act of 1866, upon being satisfied that there is reasonable ground for their doing so."

CLEANSING OF PERSONS ACT, 1897.

[60 & 61 VICT. c. 31.]

1. On and after the passing of this Act any local authority shall have the power, when in their discretion they shall see fit, to permit any person who shall apply to the said authority, on the ground that he is infested with vermin, to have the use, free of charge, of the apparatus (if any) which the authority possess for cleansing the person and his clothing from vermin. The use of such apparatus shall not be considered to be parochial relief or charitable allowance to the person using the same, or to the parent of such person, and no such person or parent shall by reason thereof be deprived of any right or privilege, or be subject to any disqualification or disability.

Local authorities may expend any reasonable sum on buildings, appliances and attendants that may be required for the carrying out of this Act, and any expenses for these purposes may be defrayed out of any rate or fund applicable by the authority for general sanitary purposes or for the relief of the poor.

2. In this Act "local authority" means in England the council of any county borough, the district council of any district, any board of guardians, and in the county of London any sanitary authority as defined in the Public Health (London) Act, 1891.

54 & 55 Vict.
c. 76, s. 99.

COMBINATION OF POOR LAW AUTHORITIES.

COMBINATION INTO SCHOOL DISTRICTS.

The Poor Law Amendment Act, 1844.

Sect. 40.—It shall be lawful for the said Commissioners, as and when they may see fit, by order under their hands and seal, to combine unions, or parishes not in union, or such parishes and

7 & 8 Vict.
c. 101.
Parishes and
unions may be
combined
into School
Districts.

unions, into school districts, for the management of any class or classes of infant poor not above the age of sixteen years, being chargeable to any such parish or union, who are orphans, or are deserted by their parents, or whose parents or surviving parent or guardians are consenting to the placing of such children in the school of such district.

For detailed regulations see subsequent sections.

COMBINATION FOR ANY PURPOSE CONNECTED WITH THE ADMINISTRATION OF RELIEF.

The Poor Law Act, 1879.

42 & 43 Vict.
c. 54.

Combination
of unions not
in the
metropolis.

Sect. 8.—Where on any representation it appears to the Local Government Board that the combination of two or more unions not in the metropolis for any purpose connected with the administration of the relief of the poor would tend to diminish expense, or would otherwise be of public or local advantage, the Board may, with the consent of the guardians of the unions to be combined, make an order for combining such unions, for the purposes named therein, and for constituting for the execution of such purposes a joint committee of the guardians of each of the combined unions.

The order shall define the powers, rights, duties, liabilities and obligations of the joint committee, and regulate the election, meetings and officers of the joint committee, the mode of defraying the expenses of the joint committee, and any other matter or thing (including the adjustment of present and future liabilities and property) which it appears necessary or proper to regulate for the better carrying into effect the order.

The guardians of a union included in such combination shall, save as otherwise provided by the order, cease to exercise any powers and rights, and to be subject to any duties, liabilities and obligations vested by the order in the joint committee.

All property acquired by the joint committee shall be vested in the boards of guardians of the unions included in the combination as tenants in common.

An order may be made for amending, adding to or revoking any order previously made under this section.

The powers given by the section are very wide, and enable combinations to be made for any purpose connected with the administration of the relief of the poor. For upwards of twenty years, however, they were scarcely used, but recently several important combinations have been made.

CONTROL OF GUARDIANS OVER CERTAIN CLASSES OF CHILDREN.

The Poor Law Acts, 1889 and 1899, give guardians certain powers of control over orphan and deserted children, and children of persons unfit to have the control of them. 52 & 53 Vict.
c. 56.
62 & 63 Vict.
c. 37.

The following sections of the two Acts apply :—

The Poor Law Act, 1899, by s. 1 repeals sub-ss. (1), (2) and (4) of s. 1 of the *Poor Law Act*, 1889, and substitutes the following sub-ss. (1) and (2). Control of
guardians
over orphans
and children
of persons
unfit to have
control of
them.

(1.) Where a child is maintained by the guardians of a poor law union and—

(i.) The child has been deserted by its parent; or

(ii.) The guardians are of opinion that by reason of mental deficiency, or of vicious habits or mode of life, a parent of the child is unfit to have the control of it; or

(iii.) A parent is unable to perform his or her parental duties by reason of being under sentence of penal servitude or of being detained under the *Inebriates Act*, 1898; or

(iv.) A parent of the child has been sentenced to imprisonment in respect of any offence against any of his or her children; or

61 & 62 Vict.
c. 60.

(v.) A parent of the child is permanently bedridden or disabled, and is the inmate of a workhouse, and consents to the resolution hereinafter mentioned; or

(vi.) Both the parents, or in the case of an illegitimate child the mother of the child, are or is dead;

the guardians may at any time resolve that until the child reaches the age of eighteen years all the rights and powers of such parent as aforesaid, or if both parents are dead, of the parents in respect of the child shall, subject as in this Act mentioned, vest in the guardians, and thereupon those rights and powers shall so vest accordingly, and shall continue so vested whether the child does or does not continue to be maintained by the guardians:

Provided that the guardians may rescind the resolution, if they think that it will be for the benefit of the child that it should be rescinded, or may permit the child to be, either permanently or temporarily, under the control of the parent, or of any other relative, or of any friend, or of any society or institution for the care of children.

“Although in order to enable the guardians to pass a resolution in respect of a child, the child must at the time of the passing of the resolution be maintained by them, it has been expressly provided that the control of the guardians, when once acquired, shall continue until the resolution is rescinded or determined, or the prescribed limit of age is reached, irrespective of the question

whether the child continues to be maintained by the guardians or not." (*Circ. Letter of September 28th, 1899, 29 Rep. L. G. Bd., p. 48.*)

[Poor Law
Act, 1899.]

(2.) A court of summary jurisdiction, if satisfied on complaint made by a parent, or if there is no parent by the guardian of a child, that there was no ground for the resolution, or that it is for the benefit of the child that it should be either permanently or temporarily under the control of its parent or guardian, or that the resolution of the guardians should be determined, may make an order accordingly, and the guardians shall comply with any such order, and if the order determines the resolution the resolution shall be thereby determined as from the date of the order, and the guardians shall cease to have the rights and powers of the parent as respects the child.

[Poor Law
Act, 1889,
s. 1.]

(3.) For the purposes of this Act a child shall be deemed to be maintained by the guardians if it is wholly or partly maintained by them in a workhouse or in any district school, separate school, separate infirmary, sick asylum, hospital for infectious diseases, institution for the deaf, dumb, blind, or idiots, or any certified school under the Act of the session of the twenty-fifth and twenty-sixth years of the reign of her present Majesty, chapter forty-three, or is boarded out by the guardians, whether within or without the limits of the union.

(4.) Repealed by s. 1 of Poor Law Act, 1899.

(5.) Nothing in this section shall relieve any person from any liability to contribute to the maintenance of a child, but the fact of such contribution being made shall not deprive the guardians of any of the powers and rights conferred on them by this section.

(6.) Nothing in this section shall authorise the guardians to cause a child to be educated in any religious creed other than that in which the child would have been educated but for any resolution of the guardians under this section, nor affect the enactments respecting the religious education of a child maintained by the guardians, or respecting the right of any minister of the same religious persuasion as the child to visit and instruct the child, nor affect any of the enactments specified in the schedule to this Act, which enactments relate to the religious education of children maintained by guardians.

The enactments specified in the schedule are as regards England: 4 & 5 Will. 4, c. 76, s. 19; 25 & 26 Vict. c. 43, s. 9; 29 & 30 Vict. c. 113, s. 14; 31 & 32 Vict. c. 122, s. 16 to 23, both inclusive. See "Religious Instruction of Paupers," p. 733.

Sect. 2.—If any person—

[Poor Law
Act, 1899.]

(a.) knowingly assists, directly or indirectly, a child who has in pursuance of s. 1 of the Poor Law Act, 1889, or

in pursuance of this Act, been placed under the control of guardians, to leave, without the consent of the guardians, the place where the child is under that control ; or

(b.) knowingly induces, directly or indirectly, any such child so to leave that place ; or

(c.) knowingly harbours or conceals a child who has so left that place, or prevents him from returning to that place,

he shall be liable on summary conviction to a fine not exceeding twenty pounds.

Sect. 3.—In the case of any child who is deemed to be maintained by the guardians of a poor law union within the meaning of sub-s. 3 of s. 1 of the Poor Law Act, 1889, and who is with their consent adopted by any person, the guardians shall, during a period of three years from the date of such adoption, cause the child to be visited at least twice in each year by some competent person appointed by them for the purpose, who shall report to them on such visit. The guardians may, if they think fit, at any time during such period, revoke their consent to the adoption, and thereupon the child shall be forthwith returned to them by the person having the custody of the same.

Penalty on assisting children to escape from control of guardians, etc.

[Poor Law Act, 1899.]

Provision as to adopted children.

CRUELTY TO CHILDREN.

Prevention of Cruelty to Children Act, 1904.

4 Ed. 7, c. 15.

This Act repeals the Prevention of Cruelty to Children Act, 1894 (57 & 58 Vict. c. 41), which repealed the Prevention of Cruelty to, and Protection of Children Act, 1889 (52 & 53 Vict. c. 41), and the amending Act of 1894 (57 & 58 Vict. c. 27). *Sect. 4* (6) and s. 11 of the Employment of Children Act, 1903 (3 Ed. 7, c. 45), are also repealed.

The new Act re-enacts with certain amendments the Act of 1894, and the chief provisions of interest to boards of guardians are here brought together.

Sect. 1.—(1.) If any person over the age of sixteen years, who has the custody, charge or care of any child under the age of sixteen years, wilfully assaults, ill-treats, neglects, abandons or exposes such child, or causes or procures such child to be assaulted, ill-treated, neglected, abandoned or exposed in a manner likely to cause such child unnecessary suffering, or injury to its health (including injury to or loss of sight, or hearing, or limb, or organ of the body, and any mental derangement), that person shall be guilty of a misdemeanor.

Punishment for cruelty to children.

(3.) Upon the trial of any person over the age of sixteen indicted for the manslaughter of a child under the age of sixteen, of which he has had the custody, charge or care, it shall be lawful for the jury, if they are satisfied that the accused has been guilty of an

offence under this section in respect of such child, to find the accused guilty of such offence.

* * * * *

(7.) An offence under this section is in this Act referred to as an offence of cruelty.

See also *s.* 21 and *s.* 23 (2) and (3), *post*.

“The Act does not impose upon boards of guardians the duty of instituting proceedings in these cases, but it contemplates that they will do so where the circumstances are such as, in their opinion, render it desirable in the public interest that proceedings should be instituted by them, and they are by section 21 empowered to pay out of the funds under their control the reasonable costs and expenses of any proceedings which they have directed to be taken under the Act in regard to the assault, ill-treatment, neglect, abandonment or exposure of any child.” (*Circ. Letter of L. G. Bd., September 2nd, 1904.*)

Restrictions
on employ-
ment of
children.

Sect. 2.—(a.) If any person causes or procures any child, being a boy under the age of fourteen years, or being a girl under the age of sixteen years, or, having the custody, charge or care of any such child, allows that child to be in any street, premises or place for the purpose of begging or receiving alms, or of inducing the giving of alms, whether under the pretence of singing, playing, performing, offering anything for sale, or otherwise,

* * * * *

that person shall, on summary conviction, be liable at the discretion of the court to a penalty not exceeding 25*l.*, or alternatively, or in default of payment of fine, or in addition thereto, to imprisonment, with or without hard labour, for not exceeding three months.

Detention of
child in place
of safety.

Sect. 5.—(1.) A constable, or any person authorised by a justice of the peace, may take to a place of safety any child in respect of whom an offence under paragraph (a.) of *s.* 2 of this Act has been committed, or in respect of whom an offence of cruelty within the meaning of this Act, or any of the offences mentioned in the first schedule to this Act, has been, or there is reason to believe has been, committed.

A “place of safety” includes a workhouse (*s.* 29).

“Offences mentioned in the first schedule” are:—

24 & 25 Vict.
c. 100.

48 & 49 Vict.
c. 69.

42 & 43 Vict.
c. 34.

60 & 61 Vict.
c. 52.

Any offence under *ss.* 27, 55, or 56 of the *Offences against the Person Act*, 1861; and any offence against a child under the age of sixteen years under *ss.* 5, 42, 43, 52, or 62 of that Act, or *s.* 11 of the *Criminal Law Amendment Act*, 1885.

Any offence under the *Dangerous Performances Acts*, 1879 and 1897.

Any other offence involving bodily injury to a child under the age of sixteen years.

As to “an offence of cruelty” see *s.* 1 (1) and (7).

(2.) A child so taken to a place of safety and also any child

under the age of sixteen years who seeks refuge in a place of safety may there be detained until it can be brought before a court of summary jurisdiction. . . .

Under this and the following sub-section that court "may cause the child to be dealt with as circumstances may admit and require until the charge made against any person in respect of any offence as aforesaid with regard to the child has been determined by the conviction or discharge of such person"; or, if it appears to them that an offence of cruelty under the Act has been committed against the child, may "make such order as circumstances require for the care and detention of the child until a reasonable time has elapsed for a charge to be made against some person for having committed the offence, and, if a charge is made against any person within that time, until the charge has been determined by the conviction or discharge of that person, and in case of conviction for such further time not exceeding twenty-one days as the court may direct, and any such order may be carried out notwithstanding that any person claims the custody of the child."

* * * * *

Sect. 5.—(4.) Boards of guardians . . . shall provide for the reception of children brought to a workhouse in pursuance of this Act, and where the place of safety to which a constable, or any person authorised by a justice of the peace, takes a child is a workhouse, the master shall receive the child into the workhouse if there is suitable accommodation therein for the same, and shall detain the child until the case is determined, and any expenses incurred in respect of the child shall be deemed to be expenses incurred in the relief of the poor.

Detention
of child in
place of
safety.

Sect. 6.—(1.) Where a person having the custody, charge or care of a child under the age of sixteen years has been:—

Disposal of
child by order
of court.

- (a.) convicted of committing in respect of such child an offence of cruelty within the meaning of this Act, or any of the offences mentioned in the first schedule to this Act; or
- (b.) committed for trial for any such offence; or
- (c.) bound over to keep the peace towards such child, by any court, that court, either at the time when the person is so convicted, committed for trial, or bound over, and without requiring any new proceedings to be instituted for the purpose, or at any other time, and also any petty sessional court before which any person may bring the case, may, if satisfied on inquiry that it is expedient so to deal with the child, order that the child be taken out of the custody, charge or care of the person so convicted, committed for trial or bound over, and be committed to the custody of a relation of the child, or some other fit person, including any society or body corporate established for the reception of poor children, or the prevention of cruelty to children, named by the court (such relation

or other person being willing to undertake such custody), until it attains the age of sixteen years, or for any shorter period, and may of its own motion, or on the application of any person, from time to time by order renew, vary and revoke any such order; but no order shall be made under this section unless a parent [see s. 23] of the child has been convicted of or committed for trial for the offence, or is under committal for trial for having been, or has been proved to the satisfaction of the court making the order to have been, party or privy to the offence, or has been bound over to keep the peace towards such child.

As to an offence of cruelty, see s. 1 (1) *and* (7).

The offences mentioned in the first schedule are set out in the note to s. 5 (1).

The order, which is to be in writing, may be made in the absence of the child (*sub-s.* (2)), and if made in respect of a person who has been committed for trial, shall forthwith be void if that person is acquitted, or the charge dismissed for want of prosecution (*sub-s.* (3)).

Except with the authority of a secretary of state, no person to whose custody a child is so committed shall procure its emigration.

Maintenance of child when committed to custody of any person under order of court.

Sect. 7.—(1.) Any person to whose custody a child is committed under this Act shall, while the order is in force, have the like control over the child as if he were its parent, and shall be responsible for its maintenance, and the child shall continue in the custody of such person, notwithstanding that it is claimed by its parent.

(2.) Any court having power so to commit a child shall have power to make the like orders on the parent of the child to contribute to its maintenance during such period as aforesaid as if the child were detained under the Industrial Schools Acts; but the limit on the amount of the weekly sum which the parent [see s. 23] of a child may be required, under this section, to contribute to its maintenance shall be one pound a week instead of the limit fixed by the Industrial Schools Acts [*viz.*, five shillings a week].

See further *sub-ss.* (3), (4), (5), *and* (6), the last as to attachment of income or pension.

Religious persuasion of person to whom child committed.

Sect. 8.—(1.) In determining on the person to whose custody the child shall be committed under this Act, the court shall endeavour to ascertain the religious persuasion to which the child belongs, and shall, if possible, select a person of the same religious persuasion, or a person who gives such undertaking as seems to the court sufficient that the child shall be brought up in accordance with its own religious persuasion, and such religious persuasion shall be specified in the order.

(2.) In any case where the child has been placed pursuant to any such order with a person who is not of the same religious persuasion as that to which the child belongs, or who has not given such undertaking as aforesaid, the court shall, on the application of any person in that behalf, and on its appearing that a fit person, who is of the same religious persuasion, or who will give such undertaking as aforesaid, is willing to undertake the custody, make an order to secure his being placed with a person who either is of the same religious persuasion or gives such undertaking as aforesaid.

(3.) Where a child has been placed with a person who gives such undertaking as aforesaid, and the undertaking is not observed, the child shall be deemed to have been placed with a person not of the same religious persuasion as that to which the child belongs, as if no such undertaking had been given.

Sect. 9.—Where any child under the age of sixteen years is brought before a petty sessional court under circumstances authorising the court to deal with the child under the Industrial Schools Acts, the court, if it thinks fit, in lieu of ordering that the child be sent to an industrial school, may make an order under this Act for the committal of the child to the custody of a relation or person named by the court, and the provisions of s. 6 of this Act shall, so far as applicable, apply as if the order were an order under that section.

Interchange of powers under Industrial Schools Acts and this Act.

See also *sub-s. 2 of s. 7.*

Sect. 10.—This section gives power to a stipendiary magistrate, or two justices, or in a case of urgency one justice, under certain circumstances therein mentioned, to issue a warrant authorising a child to be taken or removed to a workhouse as a place of safety, and to be detained there until it can be brought before a court of summary jurisdiction, who may cause it to be dealt with in the manner provided by s. 5.

Sect. 21.—A board of guardians . . . may out of the funds under their control, pay the reasonable costs and expenses of any proceedings which they have directed to be taken under this Act in regard to the assault, ill-treatment, neglect, abandonment or exposure of any child, and in the case of a union shall charge such costs and expenses to the common fund.

Guardians may pay costs of proceedings.

Sect. 23.—(1.) The provisions of this Act relating to the parent of a child shall apply to the step-parent of the child and to any person cohabiting with the parent of the child, and the expression "parent," when used in relation to a child, includes guardian and every person who is by law liable to maintain the child.

Provision as to parents and as to meaning of "custody charge or care."

(2.) This Act shall apply in the case of a parent who being without means to maintain a child fails to provide for its maintenance under the Acts relating to the relief of the poor, in like manner as if the parent had otherwise neglected the child.

(3.) For the purposes of this Act—

Any person who is the parent of a child shall be presumed to have the custody of the child; and

Any person to whose charge a child is committed by its parent shall be presumed to have charge of the child; and

Any other person having actual possession or control of a child shall be presumed to have the care of the child.

EMIGRATION.

From the date of Mr. Doyle's Report in 1874 upon the condition of children who had been sent to Canada under the auspices of Miss Rye, and others, the Local Government Board, so long as no arrangements were made by the Dominion Government for the systematic inspection of orphan and deserted pauper children emigrated by boards of guardians after they had been placed out in homes in Canada, refused to sanction such emigration. In 1883, however, arrangements for inspection were made, and in April of that year the Board issued a memorandum of the conditions upon which they were "prepared to assent tentatively to the emigration of a limited number of orphan and deserted pauper children to Canada" (13 *Rep.* 1883-84, p. 32). These conditions have since been superseded by others, and the latest memorandum, dated April, 1888, is annexed.

MEMORANDUM OF CONDITIONS UPON WHICH THE LOCAL GOVERNMENT BOARD ASSENT TO THE EMIGRATION OF ORPHAN AND DESERTED PAUPER CHILDREN TO CANADA.

[*April, 1888, 17 Rep. L. G. Bd., p. 50.*]

The Local Government Board have been furnished with a copy of a despatch from the Governor-General of Canada, forwarding a copy of a report of a Committee of the Privy Council, from which it appears that the Minister of Agriculture will cause an inspection of pauper children brought to Canada by voluntary agencies "to be made annually by the immigration officers of the Department of Agriculture, or such other persons as he shall instruct." The Minister, however, requires "as a condition of undertaking the responsibility of such inspection, and in order to enable it to be made, that all persons in the United Kingdom entrusted with the care of children from workhouses to bring to Canada shall be

informed that it will be their duty to furnish to the Department of Agriculture at Ottawa a report containing the name and age of each child, and the name and address of each person with whom the child is placed." It is also required that the name of the nearest post office, the name of the lot, the concession, and the name of the township in which the person with whom the child is placed resides, shall be given as part of the address.

With a view to give effect to this arrangement, and, as far as possible, to provide for the due care and welfare of the children, the Local Government Board must require as a condition to their sanction being given to the emigration of pauper children to Canada that the following conditions shall be observed :

1. The guardians shall in each case obtain an undertaking in writing from any person entrusted by them with the care of taking children to Canada, and of placing them in homes, that immediately after a child is placed out, the Department of Agriculture at Ottawa shall be furnished with a report containing the name and age of the child, and the name and address (with the particulars stated above) of the person with whom the child is placed, and that a report containing similar information shall be furnished to the guardians of the union from which the child is taken.

2. The guardians on receipt of such report shall cause a copy of it to be furnished to the Local Government Board.

3. The person proposed to be entrusted by the guardians with the emigration of a child shall have notice from the guardians whether the child is a Protestant or Roman Catholic, and he shall give an undertaking if the child is a Protestant that he shall be placed with a family of the Protestant faith, or if the child is a Roman Catholic that he shall be placed in a Roman Catholic home.

4. A child before being sent to Canada shall have been under previous instruction for at least six months—

- (a.) In a workhouse or separate school under the guardians, or a district school; or at a public elementary school at the cost of the guardians; or

- (b.) In a school certified by the Board under the 25 & 26 Vict. c. 43.

It will not be regarded as essential that such period of instruction shall immediately precede the emigration.

5. The guardians shall instruct one of their medical officers personally to examine each child proposed to be sent to Canada, and to report in writing as to its health, both of body and mind, and to certify whether, in his opinion, the child is in all respects a suitable subject for emigration to that country. A copy of this

report and certificate must be forwarded to the Local Government Board.

6. The guardians must have such evidence as they deem satisfactory that the person taking out the children has a reasonable prospect of finding suitable homes for them in Canada.

The Board consider that, as a general rule, girls should not be sent out above the age of 10 years, and in no case, except under very special circumstances, above the age of 12 years.

The Board have been informed by the High Commissioner for Canada that the assisted passages hitherto granted by the Dominion Government are to be withdrawn after April 27, 1888.

With a view to guide the guardians in determining what would be a reasonable amount to pay to the persons entrusted with the children for the cost of taking them from Liverpool to homes in Canada, the Board have obtained from the High Commissioner for Canada the particulars of the charges at present made by the steamship companies for passages to Quebec and Halifax, which are as follows:—

	£	s.	d.
Adults	4	0	0
Children under twelve years of age	2	0	0

The rates vary from time to time, but the current rates can always be ascertained from the various steamship companies.

In addition to the above rates, a kit and bedding have to be obtained by the emigrant at a cost of a few shillings.

The railway fares, which have now in every case to be paid from Quebec to places in Ontario, in which province most of the homes for the children are situated, range from £1 to £1 15s. per adult, according to distance. Children between 5 and 12 years of age are conveyed at half fares.

Local Government Board,

April, 1888.

(See also the circular of April 20, 1898, p. 665.)

In their eighteenth Report, 1888–89, p. xcvi., the Local Government Board say that, in consequence of objections by the United States Government, they had for many years declined to assent to any expenditure of the poor rates by boards of guardians in the emigration of paupers to the United States, except so far as has been necessary in certain cases for conveying the persons to the port of embarkation; but that in view of further representations they had now decided that it is inexpedient that, even to this limited extent, the public rates should be applied in aid of emigration to the United States, and that they would not be justified in assenting in the future to any such expenditure.

In September, 1889, the Board issued a “Memorandum with respect to emigration at the cost of the poor rate,” much on the lines of an earlier one of August, 1886. In this, after adverting to the provisions on the subject of various

Acts of Parliament, a general explanation of the then state of the law is briefly given.

The statutes mentioned are these :—

4 & 5 Will. 4, c. 76, s. 62; 7 & 8 Vict. c. 101, s. 29; 11 & 12 Vict. c. 110, s. 5; 12 & 13 Vict. c. 103, s. 20; 13 & 14 Vict. c. 101, s. 4; 28 & 29 Vict. c. 79, s. 16; 34 & 35 Vict. c. 70.

The general explanation of the state of the law is as follows :—

8. The present state of the law on the subject of emigration at the cost of the poor rate may be thus generally described :—

Expenditure for emigration has, in the case of unions, become a common fund charge; and where the guardians of a union expend money in emigration, the written concurrence on the part of the guardian or guardians of any particular parish in the union is not required.

Excepting in the case of orphan or deserted children under sixteen years of age, guardians of unions can expend money in the emigration of any poor person residing therein, whether actually in receipt of relief or not; but in cases of orphan or deserted children chargeability is necessary.

The guardians of a separate parish can expend money in the emigration of any poor person residing in such parish who is settled therein, or irremovable therefrom, whether in receipt of relief or not. They can also expend money in the emigration of orphan or deserted children who have no settlement, or the place of whose settlement is not known, provided they are chargeable.

The provision in the 13 & 14 Vict. c. 101, s. 4, as to orphan or deserted children having no settlements, or whose settlements are unknown, has become practically inoperative in unions, and the section is applicable to any orphan or deserted children under 16 in a union, if chargeable.

An orphan or deserted child cannot be emigrated unless the child has consented thereto before the justices in petty sessions.

This explanation is followed by these Articles :—

9. The Local Government Board have no wish to discourage boards of guardians in the discretionary exercise of their powers of aiding the emigration of poor persons, provided due regard is had to the wishes of the colonies, or of foreign countries, and such arrangements are made as are required for the welfare of the proposed emigrants.

General principle adopted by Board.

10. Strong objections have from time to time been urged on behalf of the colonies against the emigration from England of adult paupers. The colonies are unwilling to run the risk of thus receiving persons

Objection by colonies to pauper emigrants.

of bad character, or those who, from weak health or other causes, might become burdensome to them.

Emigration to
the United
States of
America.

11. In consequence of representations which have been made by the Government of the United States, the Board feel themselves precluded from sanctioning any expenditure from the poor rates in connection with emigration to that country. The Board have in some instances sanctioned, in the case of emigrants whose passage money had been provided for them, payment by the guardians of the cost of conveyance to the port of embarkation. No such expenditure by the guardians is now sanctioned by the Board. It may be mentioned that under an Act of Congress passed in 1882, passengers arriving in the United States are required to be examined, and if on such examination there is found any person unable to take care of himself without becoming a public charge, he is not permitted to land.

Orphan and
deserted
children.

12. The Board only sanction expenditure for the emigration of orphan and deserted children to Canada, subject to certain special conditions. A memorandum setting forth these conditions can be obtained on application to the Board.

See memorandum on p. 654.

See also "Information, etc., to be furnished," p. 667.

Form and
time of ap-
plication for
order author-
ising emigra-
tion.

13. Before deciding to issue an order authorising expenditure in respect of any proposed emigration, the Board require to be furnished with a copy of the resolution of the guardians and with a list and description of the persons desirous of emigrating, in the annexed Form A. In the case of orphan or deserted children the certificate of consent before justices must also be forwarded.

14. Application to the Board for the order should be made at least twenty-one days before the date proposed for the departure of the emigrant. An order cannot be issued after the emigration has taken place. [The circular of April 20th, 1898, p. 665, specifies a month instead of twenty-one days.]

FORM A.

At a meeting of the guardians of the poor of the _____, held at the Board room this _____ day of _____, 188 _____.

It was resolved—

* If only one
person alter
the Form
accordingly.

That the several * poor persons, whose names are set forth in the list hereunder written, residing in the _____ being desirous of emigrating to _____ the necessary steps be immediately taken to effect the emigration, and that a sum not exceeding _____ be expended for each person, and be charged upon the common fund of this union [or poor rate of this parish].

A LIST AND DESCRIPTION OF THE PERSONS DESIROUS OF EMIGRATING FROM
THE _____ UNION [or PARISH].

Names.	Age.	If adult, state whether married or single, or, if child, whether orphan, de- serted, etc.	Occupation.	State whether in Army Reserve.	Amount of relief during last year, and its nature.	To what place emigrating.

Clerk to the Guardians.

The following is the usual form of order :—

EMIGRATION.

_____ Union.

To the Guardians of the Poor of the _____ Union ;—
And to all others whom it may concern.

Whereas in pursuance of the statutes in that behalf, it was resolved at a meeting of the guardians of the poor of the _____ Union that a sum not exceeding _____ should be paid by them towards the expenses of the emigration to _____ of _____, a poor person chargeable to the said union :

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby authorise the said guardians to expend for the above-mentioned purpose, out of the common fund of the said union, a sum not exceeding _____ pounds.

Given under the seal of office of the Local Government Board, this
day of _____, in the year one thousand nine hundred and _____.
(L.S.) (Signed)

President.

(Signed) _____,
Assistant Secretary.

The following circulars have since been issued :—

EMIGRATION OF ORPHAN OR DESERTED PAUPER CHILDREN TO
CANADA.

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,

January 20th, 1898.

SIR,—I am directed by the Local Government Board to forward for the information of the guardians the accompanying copy of an

Act which has been passed by the Legislative Assembly of the Province of Ontario to regulate the immigration into Ontario of certain classes of children.

Having regard to the provisions of this Act it will be requisite that in all cases where boards of guardians apply for the sanction of the Board to the emigration of orphan or deserted children to Canada, the Board should not only be supplied with the information required by their memorandum of conditions dated April, 1888 [p. 654], but that they should also be informed whether the children are going to the Province of Ontario; and when that is proposed it will be necessary that they should receive a definite assurance that the provisions of the Act referred to will in no way be contravened.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

To the Clerk to the Guardians.

BILL.

No. 65. 1897.

AN ACT TO REGULATE THE IMMIGRATION INTO ONTARIO OF CERTAIN CLASSES OF CHILDREN.

Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:—

Interpreta-
tion.

1. Where the words following occur in this Act, they shall be construed in the manner hereinafter mentioned unless a contrary intention appears:—

“Child.”

“Child” shall mean a person under 18 years of age.

“Society.”

“Society” shall mean any individual or association of individuals, whether incorporated or unincorporated, undertaking the care, training, reformation or education of orphan, neglected or dependent children, or the bringing of such children into the province, or the placing out of such children in foster homes, or the apprenticing of such children to any trade or industry, or other work of a similar character, and shall include a branch or agency of any society.

“Agent.”

“Agent” shall include the superintendent or other officers of any society to which this Act applies, and also any person who undertakes for reward or otherwise to bring such children into the province, or to place children in foster homes or as apprentices to any trade or calling or to procure them to be so placed.

“Inspector.”

“Inspector” shall mean the superintendent of neglected and dependent children or any officer specially appointed by the Lieutenant-Governor in Council to inspect the work, books and records of societies and agents.

“Examiner.”

“Examiner” shall mean the agent of the Province of Ontario in Great Britain or any officer appointed by the Lieutenant-Governor in Council to inspect and examine in Great Britain or Ireland, children who are to be brought into the Province of Ontario. And any officer of the Government of

the Dominion of Canada may, with the consent of the Government of Canada, be appointed by the Lieutenant-Governor in Council to perform the duties of an examiner under this Act.

2. The Lieutenant-Governor in Council may authorise any society or agent to carry on the work of bringing into this province, indigent, neglected or dependent children, for the purpose of providing for such children in this province by placing them out in foster homes, or binding them as apprentices, or otherwise,

Authority of Lieutenant-Governor for bringing children into Ontario.

3. Every such society or agent, after such authority has been given, shall, as to operations in Ontario, be subject to the inspection and supervision of the inspector, who shall, at least four times in every year, or oftener, if required to do so by the minister in charge, inspect the work of every such society or agent, and shall report thereon to the Lieutenant-Governor in Council.

Societies and agents to be subject to inspection.

4. Every society or agent authorised to carry on work in Ontario as aforesaid shall keep a record in writing showing:

Record of operations of society.

(a.) The full name of every child brought, or procured to be brought into this province by the society or agent.

(b.) The name and address of the parents or guardians, or other persons from whom the society or agent received such child.

(c.) The date on which the child was brought into this province.

(d.) The age and date of birth of the child.

(e.) The name and place of residence of every person from time to time having the custody of the child.

(f.) The more important terms and conditions of the agreement entered into on placing out or binding as an apprentice any child.

(g.) Such other particulars as the inspector may, with the approval of the Minister in charge, from time to time require to be kept on record.

And every examiner before giving the certificate provided for in section 11, shall be furnished with such information as to the particulars hereinbefore set out, as the society or agent proposing to bring or send any child into the Province of Ontario as aforesaid, shall be able to give.

5.—(1.) Every society or agent shall maintain careful supervision over every child brought, or caused or procured to be brought into the province by such society or agent, until such child shall attain the age of 18 years; and it shall be the duty of such society or agent to cause a personal visit, by an agent specially appointed for that purpose, to be made to each such child at least once in every year, until the child shall have attained the said age, and for the purposes of this Act, and for the protection of the person and earnings of the child, the society or agent, until the child attains the age of 18 years, shall have all the powers and shall perform all the duties by law provided in the case of the guardians of an infant.

Duties of societies and agents as to children brought into Ontario.

(2.) A certificate in writing, signed by an examiner or inspector, stating the age of any person admitted into this province under this Act at the date when such person was so admitted or left Great Britain or Ireland for that purpose, together with a further certificate signed by the provincial secretary declaring that the person signing such first mentioned certificate was at the time of signing the same a duly authorised examiner or inspector under this Act, shall in any prosecution, action or other proceeding instituted, brought or taken under any Act of this Legislature, on account of or by, or against, or on behalf of any person so admitted, be conclusive evidence as to the age of such person.

6. Every such society or agent shall provide a permanent home or shelter to

Homes or shelters to be provided.

which any child brought, or caused, or procured to be brought into the province as aforesaid, by such society or agent, may be returned after having been placed out in a foster home or apprenticed as aforesaid, if the person with whom the child has been placed is unable or unwilling to retain the custody or control of the child; and the address of such shelter shall be specified in every agreement made with persons receiving children into foster homes or as apprentices.

Persons with whom children placed to give information to society.

Return of child to home when employer is unwilling to retain child.

Penalty for abandonment of child.

Proviso.

7. Every person receiving from any society or agent any child brought into the Province of Ontario as aforesaid, shall, whenever required by the society or agent so to do, furnish to the society or agent full particulars as to the health, conduct, progress and welfare of the child.

8.—(1.) In case any person who has received from a society or agent a child brought into the Province of Ontario as aforesaid is unable or unwilling to carry out the agreement entered into by him with the society or agent, he shall, at his own expense, return the child safely to the home or shelter provided by the society or agent; and any such person who abandons a child so received, or refuses to maintain the child, and neglects or refuses to return him to the home or shelter provided by the society or agent as aforesaid, shall, on summary conviction thereof, before two or more justices of the peace, be liable to a fine of not more than \$100, nor less than \$10, or to imprisonment for any term not exceeding three months. Provided, however, that nothing in this section contained shall be deemed to relieve any person or to entitle any person to relief as a matter of right in respect of a child received by him from any society or agency or in respect of any contract or agreement which may have been entered into in respect of such child, until he shall have obtained the written consent of such society or agent in that behalf.

Society or agent to state cause of return of child to subsequent applicant.

(2.) Whenever a child has been so returned after having been placed out or apprenticed, the society or agent shall ascertain as far as possible the true cause of such return, and if it shall appear that such return was caused by any act of immorality or serious misconduct or misdemeanor on the part of the child, the society or agent shall, before the child is again placed out or apprenticed to any person, state to such person the true cause of such return as so ascertained, under penalty of forfeiture of the license held by such society or agent, and of the sum of not more than \$100 to be recovered in any court of competent jurisdiction at the suit of the Crown or of the person aggrieved.

Society or agent to be notified when child leaves master or guardian.

9.—(1.) Where a child who has been received by any person as aforesaid, of his own accord deserts the home or employment of any person in whose home he has been placed, or to whom he has been apprenticed, or is wrongfully taken from the custody of such person, with or without the consent of the child, before attaining the age of 18 years, the person from whose custody the child has been taken or has escaped, shall immediately notify the society or agent from whom the child was received, and shall give all reasonable assistance in recovering and restoring to the guardianship of the society or agent the child under penalty in case of default of not more than \$20 and not less than \$5, besides costs, to be recovered on summary conviction before two or more justices of the peace.

(2.) It shall not be lawful for any person to entice a child away from a foster-home or situation, or to encourage or aid a child to leave the home in which such child has been placed for adoption or apprenticeship. Any person so interfering with a child may be prosecuted by a society or agent and may on conviction thereof be fined any sum not exceeding \$25 or imprisoned for any period not exceeding three months.

Penalty for bringing children into

10. Any person who, without the authority conferred by the Lieutenant-Governor under s. 2 of this Act, brings, causes or procures to be brought into

this province, after the 1st day of September, 1897, any indigent, neglected or dependent child not being his own child, or a child for whom he is acting as guardian, or one towards whom he stands *in loco parentis*, shall, on summary conviction thereof, before two or more justices of the peace, be liable to a fine of not more than \$100 nor less than \$10, besides costs, and in default of payment of such fine and costs, to imprisonment for any period not exceeding three months.

province
unlawfully.

11.—(1.) No child shall be brought, or caused, or procured to be brought into the Province of Ontario by any society or agent, or by any person other than the parent, or a person standing *in loco parentis* to such child, from any port in Great Britain or Ireland, unless before the vessel upon which the child is to be a passenger, sails, a certificate has been obtained from an examiner stating that he has satisfied himself by personal examination or inquiry, and by such sufficient evidence as may be produced that the child named in the certificate has not been convicted of any crime or misdemeanor or displayed criminal or vicious tendencies, and is in other respects a child who may lawfully be brought into this province as aforesaid.

Certificate of
examiner to
be obtained
before child
leaves Britain.

(2.) The said certificate may include any number of children forming members of the same party of immigrants, and in charge of the same person or persons.

(3.) Regulations may be made with the approval of the Lieutenant-Governor in Council authorising the examiner to accept as sufficient evidence in whole or in part for the purposes of this section information received from any emigration agent or other officer of the Government of Canada whose duty it may be to officially inspect children before being allowed to be brought to Canada.

12.—(1.) Any society or agent, or person acting on behalf of any society or agent, who brings, or causes or procures to be brought into the province of Ontario, any child who, from defective intellect, or disease, or physical infirmity, or any other defect, is unable to follow any trade or calling, or any child of known vicious tendencies, or any child who is known to be an habitual criminal, or who has been reared, or who had resided amongst habitual criminals, or any child whose parents have been habitual criminals, lunatics, or idiots, or weak minded or defective constitutionally, or confirmed paupers, or diseased, or without having the certificate provided for in s. 11 of this Act, shall, on summary conviction thereof, before two or more justices of the peace, be liable to a penalty of not more than \$100, nor less than \$10, besides costs, and in default of payment of said fine and costs, to imprisonment for any period not exceeding three months.

Penalty for
bringing defective
or
criminal children,
etc.,
into Ontario.

(2.) No proceedings against any person under this section shall be taken after the expiration of two years from the date on which the child was brought into the province as aforesaid.

(3.) The provisions of ss. 10 and 11 and of this section shall not apply in the case of any person not acting as an agent or on behalf of any society or agent, and who may be specially entrusted with the custody of the child by the parent or persons standing *in loco parentis* to such child, for the purpose of bringing the said child into the province, and delivering him to the custody of some person in the province; provided that the person to whom the child is to be delivered is in the opinion of the Superintendent of Neglected and Dependent Children a fit and proper person to be entrusted with the custody of the child.

13.—If any child hereafter so brought, or caused or procured to be brought into the Province of Ontario, by any society or agent, shall, within three years

Where child
brought into

province becomes a public charge.

Proviso.

Society or agent to investigate complaints as to ill-treatment of children placed out.

thereafter, become a charge upon the funds of any municipality, or upon the province, or be dependent upon private charity, such society or agent shall, if so ordered by the inspector, pay to the municipality or the province, or to any person maintaining the child, as the case may be, the cost of the maintenance of the child, and may be required to return the child to the place from which he came into this province, if, in the opinion of the inspector, such a course is advisable: provided that the inspector may exempt any society or agent from the operation of this section upon production of the certificate of an examiner to the effect set forth in s. 11 of this Act unless it be made to appear that such certificate was granted on false statements or representations made by or on behalf of the society.

14.—(1.) In case any person resident in the province gives notice to a society or agent, that a child brought into the province by the society or agent and placed out or apprenticed by the society or agent, is being ill-treated or over-worked, or is not being properly educated, or is being otherwise neglected, such society or agent shall immediately cause the complaint to be investigated, and shall take all necessary steps to protect the child from further ill-treatment or neglect.

(2.) Any person with whom a child has been placed out or apprenticed, who ill-treats or over-works, or neglects to provide for the proper maintenance and education of such child, shall, upon summary conviction thereof before two or more justices of the peace, be liable to a fine not exceeding \$50, or to imprisonment, with or without hard labour, for any term not exceeding six months.

(3.) Every society, agent or person having the custody of any child heretofore or hereafter brought into the Province of Ontario shall be entitled to send such child to the public or separate schools of the municipality or school section in which the child resides, in the same manner as the child of any ratepayer in the municipality or school section, and every such society, agent or person having custody of any such child shall be subject to the Acts respecting Truancy and Compulsory School Attendance, and to the penalties imposed by the said Acts in the same manner and to the same extent as any ratepayer.

Sheriff to notify superintendent of committal or detention of child.

15.—Whenever any child admitted to the province under this Act is committed to or detained in the common gaol of a county, it shall be the duty of the sheriff of the county to notify the Superintendent of Neglected and Dependent Children of the name, age of the child, and the date and cause of such committal or detention. It shall further be the duty of managers of maternity hospitals, infants' homes, or other refuges for women, to ascertain and record the antecedents of women coming under their care, and furnish such information as may be called for from time to time.

Inspector to investigate complaints made of violations of the Act.

16.—The inspector may direct proceedings to be taken against any person for violating the provisions of this Act, and he shall, for this purpose, inquire into all the complaints made to him against any person, society or agent, and report thereon to the minister in charge of the department to which he is attached; and the inspector may, in his report, recommend that the authority conferred by the Lieutenant-Governor in Council under s. 2 of this Act, shall be revoked, and the Lieutenant-Governor may thereupon by order revoke such authority.

Provisions of Rev. Stat. c. 139, as to certain contracts not affected.

17.—Nothing in this act shall be deemed to affect the provisions of the revised statute, *An Act respecting Master and Servant*, with regard to agreements made with persons resident out of Canada for the performance of labour or service or having reference to the performance of labour or service by such persons in the Province of Ontario.

Similar Acts respecting immigrant children were passed for the Province of Manitoba in 1897, and for the Province of Quebec in 1899, the age of a person called a "child" being fixed in each case as under eighteen years.

The Local Government Board requires the same information and definite assurance with respect to children going to the Provinces of Manitoba and Quebec as in regard to children going to the Province of Ontario.

The Board having communicated with the Secretary of State for the Colonies with regard to the application of s. 12 of the Ontario Act, received from him a copy of a dispatch on the subject from the Lieut.-Governor of Ontario, dated July 7, 1898, in which he says, "If it could be set forth that workhouse children or other children intended for Ontario had been under the supervision of the poor law guardians or some philanthropic society for the period of one year, and had not shown any serious defects of bodily health or character, such certificate would no doubt be promptly accepted by the Ontario agent stationed at Liverpool, and would be satisfactory to the department here." And in a letter to the Local Government Board, dated November 2nd, 1898, the Liverpool agent expresses his willingness to accept certificates such as those referred to in the paragraph just quoted.

COST OF INSPECTION OF CHILDREN SENT OUT TO CANADA.

LOCAL GOVERNMENT BOARD,

WHITEHALL, S.W.,

April 20th, 1898.

SIR,—The Local Government Board have for some time past had under re-consideration the arrangements relating to the inspection in Canada of orphan or deserted pauper children sent from this country by boards of guardians with the authority of the Board.

Under the arrangement hitherto in force, which is referred to in the Board's Memorandum of Conditions, dated April, 1888, the immigration officers of the Dominion Government have made annual inspections of children brought to Canada by voluntary agencies, and copies of their reports on such inspections, as received by the Board from time to time, have been furnished to the boards of guardians concerned. The immigration officers, however, have for the most part made only one official inspection and report on each child, and the Board consider that it is desirable that each child should be annually inspected and reported on until it attains the age of sixteen years. They have accordingly been in communication with the Dominion Government, through the Secretary of State for the Colonies, as to the basis upon which provision can be made for this purpose, and they learn that the Canadian Minister of the Interior will be prepared to arrange for the inspection of the children up to the age of sixteen, provided that payments be made to cover the costs of inspections (other than the first, the cost of

which is and will continue to be borne by the Dominion Government), as follows :—

					£	s.	d.
For each child of 14 and under 15 years	...				1	4	8
„ 13 „ 14 „	...				2	8	4
„ 12 „ 13 „	...				3	10	11
„ 11 „ 12 „	...				4	12	6
„ 10 „ 11 „	...				5	13	0
„ 9 „ 10 „	...				6	12	6
„ 8 „ 9 „	...				7	11	0
„ 7 „ 8 „	...				8	8	6
„ 6 „ 7 „	...				9	4	11
„ 5 „ 6 „	...				10	0	4
„ 4 „ 5 „	...				10	14	9

In these circumstances, before they issue any order in future authorising a board of guardians to send orphan or deserted pauper children to Canada, the Board will require to be furnished with—

- (a.) The usual evidence that the conditions in their memorandum of April, 1888, have been complied with.
- (b.) Information as to whether the children or any of them are going to the Provinces of Ontario or Manitoba with a definite assurance that, if so, the provisions of the Acts passed by the Legislatures of those provinces regulating the immigration of children will in no way be contravened,

and

- (c.) a payment according to the age of each child proposed to be emigrated, at the rates above quoted by the Canadian Minister of the Interior to cover the cost of annual inspections, other than the first, in Canada, the reports upon which will be communicated to the guardians as received.

Regard being had to the various requirements to be fulfilled, it appears to the Board that all applications for the issue of orders in this behalf should be made to them at least a month before the date of the proposed emigration, so that time may be allowed for any necessary correspondence arising out of the application and for the payment to the Board of the charges for inspection before the issue of their order which must precede the date of sailing.

I am, Sir,

Your obedient Servant,

HUGH OWEN,

Secretary.

To the Clerk to the Guardians.

INFORMATION, ETC., TO BE FURNISHED TO THE LOCAL GOVERNMENT BOARD BEFORE THE EMIGRATION TO CANADA OF ORPHAN OR DESERTED PAUPER CHILDREN CAN BE ASSENTED TO BY THE BOARD.

[See Art. 12 of *Memorandum of September, 1889, p. 658.*]

1. A copy of a resolution of the guardians in the matter, with other required particulars in the accompanying form. Form of Resolution, etc.

2. A copy of a medical report and certificate as to each child in accordance with the terms of Condition 5 in the Board's Memorandum of Conditions dated April, 1888. Memorandum of Conditions.

3. A certificate under the hands of two of the justices present in petty sessions that the child has consented before them to the emigration (13 & 14 Vict. c. 101, s. 4).

4. A cheque for the amount due under the scale set forth in the Board's circular letter of April 20th, 1898, to cover the cost of annual inspection in Canada, other than the first, up to the age of 16. *The cheque must be crossed "Bank of England" and made payable to the order of H. C. Monro.* Circular letter of April 20th, 1898.

5. With respect to each child going to the province of Manitoba the Board must also be furnished with— Circular letter of April 19th, 1898, and Act.

A definite assurance of the guardians that the Act regulating the immigration into Manitoba of certain classes of children will in no way be contravened, as required by the Board's circular letter of April 19th, 1898; and

With respect to each child going to the Province of Ontario: Circular letter of Jan. 20th, 1898, and Act.

With the definite assurance of the guardians required by the Board's circular letter of January 20th, 1898, that (subject to the interpretation of s. 12 of the Act referred to in the Board's circular letter of December 19th, 1898) the Act regulating the immigration into Ontario of certain classes of children will in no way be contravened. [See pp. 659 and 665.] Circular letter of Dec. 19th, 1898, and enclosures.

At a Meeting of the Guardians of
the Poor of the
Union, held at the Board Room, on
the day of 190 ,

EMIGRATION OF ORPHAN AND DESERTED PAUPER CHILDREN TO CANADA.

It was resolved that the Orphan and Deserted Children whose names are set forth
in the Statement below, being chargeable to the Union, and having consented*
to emigrate to Canada, the necessary steps be immediately taken to effect the emigration, and that
a sum not exceeding be expended for each Child and be charged upon the Common
Fund of the Union.

*N.B.—Under the Statute 13 and 14 Vict., cap. 101, section 4, it is necessary that each Child should consent to the proposed emigration before the Justices in Petty Sessions. A Certificate of such consent, under the hands of the Justices, must be transmitted to the Local Government Board with this Resolution.

Clerk to the Guardians.

Statement Referred to in the above Resolution.

Name of Child.	Age.	State whether Orphan or a Deserted Child. (a)	Has the child had instruction for six months (a.) In a Workhouse or separate School under the Guardians or a District School, or at a Public Elementary School at the cost of the Guardians; or (b.) In a School certified by the Local Government Board under the 25 & 26 Vict., cap. 43.†	Name and Address of Person under whose care the Child is to emigrate.	Are the Guardians satisfied that the person taking out the Child has a reasonable prospect of finding a suitable home for the Child in Canada?	Have the Guardians obtained from the person taking out the Child a written undertaking that the Child shall be placed with a family of the same religion as that to which the Child belongs; and that immediately after the Child is placed out, the Department of Agriculture at Ottawa shall be furnished with a report containing the name and age of the Child, and the name and address of the person with whom the child is placed (such Address to include the name of the nearest Post Office, the name of the Lot, the Concession, and the name of the Township in which such person resides), and that a Report containing similar information shall be furnished to the Guardians?	CHARGES INCLUDED IN THE AMOUNT TO BE EXPENDED BY THE GUARDIANS.				
							Outfit.	Railway Fare to Port of Embarkation.	Passage Money, Kit and Bedding.	Other Expenses.	Total.
1	2	3	4	5	6	7	8	9	10	11	12

† It will not be regarded as essential that such period of instruction shall immediately precede the emigration.
(z.) In the case of a Deserted Child it should be stated whether or not the present address of either parent is known.

Dated the day of 190 Clerk to the Guardians.

EMIGRATION OF ORPHAN OR DESERTED PAUPER CHILDREN TO
CANADA.

LOCAL GOVERNMENT BOARD,
WHITEHALL, S.W.,
March 3rd, 1903.

SIR,—I am directed by the Local Government Board to state that their attention has been drawn to the fact that during the last few years there has been a considerable diminution in the number of children emigrated to Canada by boards of guardians. In 1893 the number was 360, while last year only 141 were thus emigrated.

The Board have recently been informed by the Commissioner of Emigration, under the Dominion Government, that “at no previous time in Canada have there been so many opportunities as at present for absorbing in a satisfactory manner young emigrants” of the class sent by boards of guardians.

In the Board’s opinion emigration affords one of the best means of providing satisfactorily for the orphan or deserted children under the care of the guardians; and it may be pointed out that, on the average of the expenses authorised during the last three years, the cost of sending a child to Canada and providing for its inspection by the Dominion Government does not exceed 15*l*.

The Board hope that the guardians will give the matter their careful attention with a view to their emigrating such of the children chargeable to the poor law as are suitable for the purpose.

Copies of the circulars, etc., issued by the Board with reference to the emigration of children to Canada will be supplied on application by the guardians; and the Board understand that Mr. W. T. R. Preston, the Commissioner for Emigration, 17, Victoria Street, London, S.W., will be happy to afford the guardians any further information he may possess on the subject.

I am, Sir,

Your obedient Servant,

S. B. PROVIS,

The Clerk to the Guardians.

Secretary.

EMIGRATION OF CHILDREN OVER WHOM BOARDS OF GUARDIANS HAVE
ASSUMED CONTROL.

A question having been raised as to the power of guardians to emigrate to Canada certain children over whom they had assumed control under the provisions of the Poor Law Acts, 1889 and 1899, the Local Government Board considered that it is very desirable, if practicable, that the consent of the parents should be obtained to the emigration of such children, but that if in any particular case the parent refuses consent, the Board would be prepared to consider whether under the special circumstances of the case an order should be

52 & 53 Vict.
c. 56.

62 & 63 Vict.
c. 37.

issued to authorise expenditure for the emigration; that in that case it would be requisite that in addition to compliance with the requirements which affect the emigration of orphan or deserted pauper children, the guardians should undertake that the child shall be brought back in the event of a successful appeal to a court of summary jurisdiction under s. 1 (2) of the Poor Law Act, 1899. For the provisions of the Acts referred to see p. 647 *et seq.*

IDIOTS, IMBECILES AND INSANE PAUPERS.

31 & 32 Vict.
c. 122.

Guardians
may pay the
cost of idiots
sent to
asylums for
idiots.

The Poor Law Amendment Act, 1868, by s. 13, provides that "the guardians of any union or parish may, with the consent of the Poor Law Board, send an idiotic pauper to an asylum or establishment for the reception and relief of idiots maintained at the charge of the county rate or by public subscription, and they may with the like consent send any idiotic, imbecile or insane pauper who may lawfully be detained in a workhouse to the workhouse of any other union or parish with the consent of the guardians of such last-mentioned union or parish, and pay the cost of the maintenance, clothing and lodging of such pauper in the asylum, establishment or workhouse, as well as the cost of his conveyance thereto or his removal therefrom, and the expenses of his burial, when necessary."

The Idiots Act, 1886 (49 & 50 Vict. c. 25), given below, provides for the registration by the Commissioners in Lunacy of hospitals or institutions (not being asylums for lunatics) and of licensed houses; the reception therein of idiots or imbeciles from birth, or from an early age, certified as being capable of receiving benefit from such hospital, institution or licensed house, and their detention therein until of full age.

The Commissioners in their explanatory circular (41 *Ann. Rep.*, p. 371) say, "The object of the Act is to sanction the use in places registered under it, of simple forms of certificates, and to supersede the registers and records prescribed by the Lunacy Act, but which are considered to be unnecessary where the patients kept are idiots or imbeciles capable of receiving benefit as above-mentioned."

"For all the purposes of this Act, 'idiots' or 'imbeciles' do not include lunatics; 'lunatic' does not mean or include idiot or imbecile (see sect. 17)." — (*Ibid.*)

IDIOTS ACT, 1886.

[49 & 50 VICT. c. 25.]

An Act for giving facilities for the care, education, and training of Idiots and Imbeciles. [June 25th, 1886.]

Whereas it is expedient to make provision for the admission into hospitals, institutions and licensed houses of idiots and imbeciles, and for their care, education and training therein:

Be it therefore enacted by the Queen's most Excellent Majesty,

by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows :

1. This Act may be cited as the Idiots Act, 1886.

Short title.

2. This Act shall not extend to Scotland or Ireland.

Extent of Act.

3. This Act shall commence from and immediately after the thirty-first day of December, one thousand eight hundred and eighty-six.

Commencement.

4. An idiot or imbecile from birth or from an early age may, if under age, be placed by his parents or guardians or by any person undertaking and performing towards him the duty of a parent or guardian, and may lawfully be received into, and until of full age, detained in, any hospital, institution, or licensed house, registered under this Act for the care, education, and training of idiots or imbeciles upon the certificate in writing of a duly qualified medical practitioner in the Form One in the schedule that the person to whom such certificate relates is an idiot or imbecile, capable of receiving benefit from such hospital, institution or licensed house, accompanied by a statement in the Form Two in the schedule signed by the parent or guardian of the idiot or imbecile, or the person undertaking or performing towards him the duty of a parent or guardian.

Hospitals, institutions and licensed houses for idiots and imbeciles.

FORM 1.—FORM OF MEDICAL CERTIFICATE.

I, the undersigned *A. B.*, a person registered under the Medical Act, 1858, and in the actual practice of the medical profession, certify that I have carefully examined *C. D.*, an infant [*or of full age*], now residing at _____, and that I am of opinion that the said *C. D.* is an idiot [*or has been imbecile from birth, or for* _____ *years past or from an early age*], and is capable of receiving benefit from [the institution (describing it)], registered under the Idiots Act, 1886.

(Signed)

(Full postal address.)

Dated _____

FORM 2.—FORM OF STATEMENT TO ACCOMPANY MEDICAL CERTIFICATE.

[If any particulars in this statement be not known, the fact to be so stated.]

Name of patient, with Christian name at length.

Sex and age.

When and where previously under care and treatment.

In any asylum or institution.

Whether subject to epilepsy.

Whether dangerous to others.

I certify that to the best of my knowledge the above particulars are correctly stated.

(Signed)

(Name and full postal address.)

[To be signed by the parent or guardian of the idiot or imbecile, or the person undertaking and performing towards him the duty of a parent or guardian.]

Retention and admission of idiots, and imbeciles after full age.

5. Any idiot or imbecile who has while under age been received under this Act into any hospital, institution or licensed house registered under this Act may, with the consent in writing of the Commissioners in Lunacy, be retained therein after he is of full age, and an idiot or imbecile from birth or from an early age may be received into any hospital, institution or licensed house registered under this Act after he is of full age upon the certificate in writing of a duly qualified medical practitioner in the Form One in the schedule, accompanied by a statement in the Form Two in the schedule signed by the parent or guardian of the idiot or imbecile or the person undertaking or performing towards him the duty of a parent or guardian.

Order of discharge by Commissioners in Lunacy.

6. The Commissioners may at any time, by order, direct any person of full age retained in any hospital, institution or licensed house registered under this Act, to be discharged therefrom, and such order shall specify the reason or reasons for such discharge and the date thereof.

Registration of hospitals, institutions and licensed houses under this Act.

7. The managing committee or the principal officer of every hospital, institution or licensed house, in which idiots or imbeciles are intended to be received under this Act, shall apply to the Commissioners to have the hospital, institution or licensed house registered in the office of the Commissioners, and the Commissioners, if satisfied upon inquiry that the hospital, institution or licensed house is a proper one to be registered, shall issue a certificate of registration accordingly; and no idiot or imbecile shall be received into any hospital, institution or licensed house, under this Act, until the same hospital, institution or licensed house has been duly registered.

Provision for existing hospitals, institutions and licensed houses for idiots or imbeciles.

8. Any hospital, institution or licensed house, which at the passing of this Act is devoted exclusively to the care, education and training of idiots or imbeciles, may be registered under this Act, and all idiots and imbeciles lawfully retained therein at the passing of this Act may continue to be so retained without further certification.

Notice of reception to be sent to Commissioners in Lunacy.

9. When any idiot or imbecile is first received into a hospital, institution or licensed house registered under this Act, the superintendent or principal officer thereof shall, within fourteen days, certify in writing under his hand to the Commissioners in the Form Three in the schedule, the fact and time of his reception, specifying his name and age and the names and addresses of the persons placing him in such hospital, institution or licensed house, and that he is alleged to be capable of deriving benefit from the treatment to be received therein.

FORM 3.—FORM OF CERTIFICATE OF RECEPTION.

I hereby certify that , aged , was admitted into ,
on the day of , 18 , on the request of , of ,
and of , and that he [or she] is alleged to be capable of deriving
benefit from the treatment he [or she] will receive herein.

A. B.

Superintendent or Principal Officer.

Dated this day of , 18 .

To the Commissioners in Lunacy.

10. When any idiot or imbecile dies in any hospital, institution or licensed house registered under this Act, or is discharged therefrom, the superintendent or principal officer thereof shall forthwith notify in writing such death or discharge to the Commissioners.

Notice of death or discharge.

11. The provisions of any Act relating to the registration and regulation of hospitals, asylums and licensed houses for the reception of lunatics, to the orders, certificates or reports necessary for the reception, detention or treatment of lunatics, and to the care, treatment and visitation of lunatics, and the books to be kept and the reports to be made concerning lunatics respectively, shall not apply to any hospital, institution or licensed house registered under this Act, or to any idiot or imbecile received or to be received therein under the provisions of this Act.

Certain provisions of Lunacy Acts not to apply to this Act.

12. The Commissioners shall at least once in every twelve months visit and inspect every hospital, institution and licensed house registered under this Act, and all the children and other persons under treatment therein.

Inspection by Commissioners.

13. A medical journal shall be kept in every hospital, institution and licensed house registered under this Act, in such form as the Commissioners may from time to time direct.

Medical Journal to be kept.

14. In the case of any hospital, institution or licensed house registered under this Act, the Commissioners may by order in writing direct that a duly qualified medical practitioner shall reside therein.

Residence of medical practitioner.

15. Nothing in this Act shall operate to deprive the guardians of the poor of any union of the power of sending pauper idiots or imbeciles to hospitals, institutions and licensed houses registered under this Act, or from receiving in respect of such idiots or imbeciles such sums of money as shall from time to time be granted by Parliament towards the maintenance and care of pauper lunatics, as if the same idiots and imbeciles were pauper lunatics.

Grants of money to guardians of the poor.

16. The committee of management of any hospital, institution or licensed house, registered under this Act, may grant to any officer or servant who is incapacitated by confirmed illness, age or infirmity, or who has been an officer or servant in the hospital, institution or

Power to grant superannuation allowance.

house for not less than fifteen years and is not less than fifty years old, such superannuation allowance, not exceeding two-thirds of the salary, with the value of the lodgings, rations or other allowances enjoyed by the superannuated person, as the committee think proper.

Definition.

17. In this Act, if not inconsistent with the context—

Commissioners.

“Commissioners” means the Commissioners in Lunacy for the time being.

Idiots or imbeciles.

“Idiots” or “imbeciles” do not include lunatics.

Lunatic.

“Lunatic” does not mean or include idiot or imbecile.

Hospital and institution.

“Hospital” and “institution” mean any hospital or institution or part of a hospital or institution (not being an asylum for lunatics) wherein idiots and imbeciles are received and supported wholly or partly by voluntary contributions, or by any charitable bequest or gift, or by applying the excess of payments of some patients for or towards the support, provision or benefit of other patients.

Licensed house.

“Licensed house” means any house licensed by the Commissioners in Lunacy, or by the justices of any county or borough, for the reception, care, education and training of idiots and imbeciles.

INDUSTRIAL SCHOOLS.

Industrial Schools Act, 1866.

[29 & 30 VICT. c. 118.]

This Act repeals the previous Acts relating to industrial schools, and re-enacts them with additional provisions.

Description of Industrial Schools.

Sect. 5.—A school in which industrial training is provided, and in which children are lodged, clothed and fed, as well as taught, shall exclusively be deemed an industrial school within the meaning of this Act.

It is requisite that the Secretary of State for the Home Department should certify that the school is fit for the reception of children under the Act, in order to constitute it a “certified industrial school.” (Owen’s Education Acts Manual.)

CLASSES OF CHILDREN TO BE DETAINED IN CERTIFIED INDUSTRIAL SCHOOLS.

As to children under 14 years of age found begging, etc.

Sect. 14.—Any person may bring before two justices or a magistrate any child apparently under the age of fourteen years that comes within any of the following descriptions, namely:—

That is found begging or receiving alms (whether actually or under the pretext of selling or offering for sale any thing), or

being in any street or public place for the purpose of so begging or receiving alms ;

That is found wandering and not having any home or settled place of abode, or proper guardianship, or visible means of subsistence ;

That is found destitute, either being an orphan or having a surviving parent who is undergoing penal servitude or imprisonment ;

That frequents the company of reputed thieves.

The justices or magistrate before whom a child is brought as coming within one of those descriptions, if satisfied on inquiry of that fact, and that it is expedient to deal with him under this Act, may order him to be sent to a certified industrial school.

The Industrial Schools Acts Amendment Act, 1880, adds the two following 43 & 44 Vict.
to the four descriptions above :— c. 15.

“ That is lodging, living or residing with common or reputed prostitutes, or in a house resided in or frequented by prostitutes for the purpose of prostitution ;

“ That frequents the company of prostitutes.”

By letter dated October 20th, 1869, addressed to the committee of the *Wellesley* industrial school ship, the then Home Secretary, Mr. Knatchbull-Hugesson, gave his opinion on the interpretation of s. 14, to the effect that children found wandering may be sent for detention in an industrial school if homeless and without a settled place of abode, if without visible means of subsistence, or if without proper guardianship ; and held that the opinion that a child found wandering in the streets ought not to be sent to an industrial school if it has parents who can maintain it, and are naturally its legal guardians, is not a correct interpretation of clause 14. The letter continues : “ The point left to the judgment of the magistrates is not whether the child is or is not under any guardianship, but whether it is under proper guardianship.

“ If a child’s parents are habitual drunkards, or of known vicious or criminal character, or tramps, or if they continually ill-use or neglect the child, and are thus the cause of its wandering and destitution, and are leaving it to grow up in the habits of vice and beggary, they cannot be said to be proper guardians to it ; and it would be in full accordance with the intention and object of the Act, and for the advantage of the public, that the child should be withdrawn from their control, and placed under the corrective training of an industrial school, the parents being ordered to contribute in proportion to their means towards the expenses of its maintenance.” (40 *Rep. of Inspector of Reformatory and Industrial Schools.*)

Sect. 17.—Where the guardians of the poor of a union or of a parish wherein relief is administered by a board of guardians, or the board of management of a district pauper school, or the parochial board of a parish or combination, represent to two justices or a magistrate that any child apparently under the age of fourteen years maintained in a workhouse or pauper school of a union or

As to refractory children under 14 years of age in work-houses, pauper schools, etc.

parish, or in a district pauper school, or in the poorhouse of a parish or combination, is refractory, or is the child of parents either of whom has been convicted of a crime or offence punishable with penal servitude or imprisonment, and that it is desirable that he be sent to an industrial school under this Act, the justices or magistrate may, if satisfied that it is expedient to deal with the child under this Act, order him to be sent to a certified industrial school.

See also s. 9 of the Prevention of Cruelty to Children Act, at p. 653.

Form and contents of order sending child to school.

Sect. 18.— . . . In determining on the school the justices or magistrate shall endeavour to ascertain the religious persuasion to which the child belongs, and shall, if possible, select a school conducted in accordance with such religious persuasion, and the order shall specify such religious persuasion.

The order shall specify the time for which the child is to be detained in the school, being such time as to the justices or magistrate seems proper for the teaching and training of the child, but not in any case extending beyond the time when the child will attain the age of sixteen years.

Temporary detention in workhouse.

Sect. 19.—Two justices or a magistrate, while inquiry is being made respecting a child or respecting a school to which he may be sent, may, by order signed by them or him, order the child to be taken to the workhouse or poorhouse of the union, parish or combination in which he is found or resident . . . and to be detained therein at the cost of the union [or] parish, . . . for any time not exceeding seven days, or until an order is sooner made for his discharge or for his being sent to a certified industrial school; and the guardians of the poor for the union or parish, . . . or other person to whom the order is addressed, are and is hereby empowered and required to detain him accordingly.

Power to parent, etc., to apply to remove child to a school conducted in accordance with child's religious persuasion.

Sect. 20.—If the parent step-parent or guardian, or if there be no parent step-parent or guardian, then the God-parent or nearest adult relative, of a child sent or about to be sent to a certified industrial school which is not conducted in accordance with the religious persuasion to which the child belongs, states to the justices or magistrate by whom the order of detention has been or is about to be made (or to two justices or a magistrate having the like jurisdiction) that he objects to the child being sent to or detained in the school specified or about to be specified in the order, and names another certified industrial school in Great Britain which is conducted in accordance with the religious persuasion to which the child belongs, and signifies his desire that the child be sent thereto, then and in every such case the justices or

magistrate shall, upon proof of such child's religious persuasion, comply with the request of the applicant, provided—

First, that the application be made before the child has been sent to a certified industrial school, or within thirty days after his arrival at such a school ;

Secondly, that the applicant show to the satisfaction of the justices or magistrate that the managers of the school named by him are willing to receive the child.

Sect. 23.—The expense of conveying to a certified industrial school a child ordered to be sent there shall be defrayed by the police authorities by whom he is conveyed, and shall be deemed part of the current expenses of those police authorities.

Expenses of conveying to school.

Sect. 31.—The time during which a child is detained in a school under this Act shall for all purposes be excluded in the computation of time mentioned in s. 1 of the Act of the session of the ninth and tenth years of her Majesty's reign (chapter sixty-six) "to amend the laws relating to the removal of the poor," as amended by any other Act.

Liability to removal not affected by stay at school.

Sect. 37.—The guardians of the poor of a union or parish, or the board of management of a district pauper school, or the parochial board of a parish or combination, may from time to time, with the consent in England of the Poor Law Board, . . . contribute such sums as they think fit, towards the maintenance of children detained in a certified industrial school on their application.

Power of guardians of poor, etc., to contribute.

Sect. 39.—The parent, step-parent or other person for the time being legally liable to maintain a child detained in a certified industrial school shall, if of sufficient ability, contribute to his maintenance and training therein a sum not exceeding five shillings per week.

Contribution by parent, etc.

Sect. 40 provides for the enforcement of a contribution from a parent.

The Prevention of Crime Act, 1871.

Sect. 14.—Where any woman is convicted of a crime, and a previous conviction of a crime is proved against her, any children of such woman under the age of fourteen years who may be under her care and control at the time of her conviction for the last of such crimes, and who have no visible means of subsistence, or are without proper guardianship, shall be deemed to be children to whom in Great Britain the provisions of the Industrial Schools Act, 1886, . . . apply, and the court by whom such woman is convicted, or two justices or a magistrate, shall have the same power of ordering such children to be sent to a certified industrial

34 & 35 Vict. c. 112.

As to care of children of women convicted of crimes.

school as is vested in two justices or a magistrate by the fourteenth section of the Industrial Schools Act, 1866, . . . in respect of the children in the said section described.

[63 & 64 Vict.
c. 53.]

Elementary Education Act, 1900.

Expenses of
children in
Industrial
Schools.

Sect. 4.—(1.) Where a child is committed to a certified industrial school, at the instance of a school board or other local authority within the meaning of the Elementary Education Acts, 1870 to 1893, the authority may pay the expenses of and incidental to the conveyance of the child to and from the school, and the sending of the child out on licence or bringing back the child on the expiration or revocation of a licence.

(2.) Where any such local authority have contributed to the support of a child in an industrial school they may contribute to the ultimate disposal of the child.

A “local authority” under the Education Acts, 1870 to 1893, means a school board, or a school attendance committee, and the powers of these bodies have been transferred to the local education authority constituted by the Education Act, 1902.

2 Edw. 7,
c. 42.

INFANT LIFE PROTECTION ACT, 1897.

[60 & 61 VICT. c. 57.]

An Act to amend the Law for the better Protection of Infant Life.

[August 6th, 1897.]

Be it enacted by the Queen’s most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows :

Short title.

1. This Act may be cited as the Infant Life Protection Act, 1897.

Persons
retaining or
receiving for
hire infants
for the pur-
pose of main-
tenance to
give notice
thereof.

2.—(1.) Any person retaining or receiving for hire or reward in that behalf more than one infant under the age of five years for the purpose of nursing or maintaining such infants apart from their parents for a longer period than forty-eight hours, shall within the said forty-eight hours give notice thereof to the local authority.

(2.) Such notice shall truly state the name, age and sex of such infants, the name of the person receiving the infants, and the dwelling within which such infants are being kept, and the name

and address of the person or persons from whom the infants have been received.

(3.) If any such infant is removed from the care of the person who has received the infant for the purpose aforesaid, such person shall forthwith give to the local authority notice of the removal, and of the name and address of the person to whose care the infant has been transferred.

(4.) If any person who has retained or received any infant as aforesaid omits to give the said notices or any of them, or knowingly or wilfully makes or procures any other person to make any false statement in any such notice, he shall be guilty of an offence against this Act.

The provisions of s. 2 apply only where more than one infant is retained or received.

3.—(1.) It shall be the duty of every local authority to provide for the execution of this Act within its district, and for that purpose it shall from time to time make inquiry whether there are any persons residing therein who retain or receive infants for hire or reward within the provisions of the preceding section.

Appointment
and powers
of inspectors,
etc.

In this Act the term “local authority” means in the County of London the London County Council, in the City of London the Common Council, and in other places the board of guardians. (*Sect. 15, and schedule.*)

(2.) A local authority may, if it think fit, appoint male or female inspectors to enforce this Act, and, if any such persons retaining or receiving infants as aforesaid are found in its district, it shall either appoint such inspectors or arrange for the infants being visited by women nominated by the local authority and authorised by it in writing to enforce the provisions of this Act.

(3.) A local authority may also, if it think fit, appoint or authorise in writing other suitable persons to execute the provisions of this Act, subject to such terms and conditions as may be stated in such appointment or authorisation.

“Neither the appointment nor the remuneration of any officers appointed under these provisions will require any approval on the part of the Board; nor will officers so appointed be subject to any rules or regulations made by the Board.” (*Circ. Letter, December 14th, 1897, 27 Rep. L. G. Bd., App. p. 50.*)

By Art. 3 of the “Subordinate Officers’ Order,” of September 7th, 1899, a relieving officer may discharge the duties of inspector under this Act within his relief district without it being necessary to obtain the consent of the Local Government Board. (See p. 484.)

(4.) Any local authority may combine with any other local authority for the purpose of executing the provisions of this Act, and for defraying the expenses of such execution.

(5.) Any inspector or other person duly appointed and authorised in writing by or on behalf of the local authority shall from time to time inspect any infants referred to in any notice given under this Act, and the premises in which they are retained or received, in order to satisfy himself as to the proper maintenance of such infants or to give any necessary advice or directions as to such maintenance.

(6.) If any person retaining or receiving such infants refuses to allow any such inspector or other person to inspect such infants or the premises in which they are retained or received he shall be guilty of an offence against this Act.

(7.) If any such inspector or other person is refused admittance to any premises in contravention of this Act, or has reason to believe that any infants under the age of five years are being kept in any house or premises in contravention of this Act, he may apply to any stipendiary magistrate or to any two justices of the peace, who, on being satisfied, on information in writing made before him or them on oath, that there is reasonable ground for believing that an offence against this Act has been committed, may grant a warrant authorising such inspector or other person to enter the house or premises for the purpose of inspection or of ascertaining whether any offence against this Act has been committed, and if the occupier of the house or premises or other person obstruct any inspector or other person acting in pursuance of such warrant, he shall be guilty of an offence against this Act.

Local authority to fix number of infants which may be retained.

4. It shall be the duty of the local authority to fix the number of infants under the age of five years which may be retained or received in any dwelling in respect of which notice has been received under this Act, and any person retaining or receiving any infant in excess of the number so fixed, shall be guilty of an offence against this Act.

Notice to be given to local authority by person receiving an infant for not more than 20l. paid down.

5. Any person retaining or receiving an infant under the age of two years on consideration of a sum of money not exceeding twenty pounds paid down, and without any agreement for further payment, as value for the care and bringing up of the said infant until it is reclaimed or of an age to provide for itself, shall within forty-eight hours from the time of receiving such infant give notice of the fact to the local authority. If he does not give the notice required by this section, he shall be liable to forfeit the amount of any sum received by him in respect of such infant, or such less sum as the court having cognizance of the case shall deem just, and the court shall give directions as to the manner in which the sum forfeited shall be applied for the benefit of the infant, and shall, if necessary, cause the infant to be removed to a workhouse or place of safety, and the master of such workhouse shall receive such infant, which

shall be maintained in the workhouse or place of safety until it can be otherwise lawfully disposed of.

The provisions of this section are not restricted to cases where more than one infant is retained or received.

Sect. 15 defines "place of safety" as any suitable place the occupier of which is willing temporarily to receive such infant.

6. It shall be the duty of the local authority to give public notice of the provisions of this Act by the publication of an abstract thereof or otherwise as a Secretary of State may direct.

Notice of provisions of Act.

"The Secretary of State has caused an abstract of the Act to be prepared and has made an order directing that it shall be published by the guardians in the manner prescribed in the order." (*Circ. Letter, December 14th, 1897, l. c., p. 51.*)

7.—(1.) Should any infant, in respect of which notice is required to be given under this Act,—

Removal of infant im-properly kept.

(a.) be kept in any house or premises which are so unfit or so overcrowded as to endanger its health ; or

(b.) be retained or received by any person who, by reason of negligence, ignorance or other cause, is so unfit to have its care and maintenance as to endanger its health ;

any inspector or other person appointed for the purposes of this Act may apply to the local authority for an order in writing directing him to remove such infant to a workhouse or place of safety, until it can be restored to its relatives or guardians or be otherwise lawfully disposed of.

For definition of "place of safety," see s. 15.

(2.) Any person refusing to comply with an order under this section upon the same being produced and read over to him, or obstructing the inspector or other authorised person in the execution thereof, shall be guilty of an offence under this Act, and the inspector may apply to any justice of the peace for an order directing the removal of the child, and such order may be enforced by any police constable.

(3.) The master of any workhouse shall receive into the workhouse any child brought there under such order, and such child shall be maintained in the workhouse until it can be otherwise disposed of.

(4.) No infant shall be retained or received for hire or reward by any person from whose care any infant has been removed under this section, or by any person convicted of any offence under the Prevention of Cruelty to and Protection of Children Acts, unless with the sanction in writing of the local authority ; and any person

retaining or receiving any infant contrary to this section shall be guilty of an offence against this Act.

The Prevention of Cruelty to and Protection of Children Act, 1889 (52 & 53 Vict. c. 44), and the Amending Act of 1894 (57 & 58 Vict. c. 27), were repealed by the Prevention of Cruelty to Children Act, 1894 (57 & 58 Vict. c. 41), which was itself repealed by the Prevention of Cruelty to Children Act, 1904 (4 Edw. 7, c. 15). See p. 649.

Notice to
coroner.

8. In case of the death of any infant respecting whom notice is required under this Act, the person having the care of such infant shall, within twenty-four hours of such death, cause notice thereof to be given to the coroner of the district within which the body of such infant lies, and the coroner shall hold an inquest thereon, unless a certificate under the hand of a registered medical practitioner shall be produced to him, certifying that such registered medical practitioner has personally attended or examined such infant, and specifying the cause of its death, and the coroner shall be satisfied by such certificate that there is no ground for holding such inquest. If the person having the care of such infant shall neglect to give the notice in this section mentioned he shall be guilty of an offence against this Act.

Penalties.

9. Every person guilty of an offence under this Act shall be liable to a penalty not exceeding five pounds, or to imprisonment for not more than six months, as a court of summary jurisdiction may award.

Expenses.

10. All expenses incurred by or on behalf of the local authority in and about the execution of this Act shall be defrayed out of the local rate.

For definition of "local rate" and "local authority," see s. 15 and the schedule.

Prosecution of
offences.

11. Any offence under this Act may be prosecuted and any forfeiture recoverable before a court of summary jurisdiction in manner provided by the Summary Jurisdiction Acts.

Application
of fines.

12. Any moneys arising from penalties under this Act shall, notwithstanding any provision in any other Act, be paid to the local authority, and be applied to the purposes to which the local rate is applicable.

Notices to
local
authority.

13. Every notice by this Act required to be given to the local authority shall be in writing, and shall be sent by post as a registered letter to the clerk of the local authority, or to such other person as the local authority may appoint, or be delivered at the office of the local authority.

"Writing" includes printing, lithography, photography, and other modes of representing or reproducing words in a visible form. Interpretation Act, 1889, s. 20 (52 & 53 Vict. c. 63).

14. The provisions of this Act shall not extend to the relatives or guardians of any infant by them retained or received as aforesaid, or to any person receiving any infant for the purpose of nursing or maintaining such infant under the provisions of any Act for the relief of the poor or of any order of the Local Government Board made under such Act; or to hospitals, convalescent homes or institutions established for the protection and care of infants and conducted in good faith for religious or charitable purposes. Exemptions.

15. The terms "local rate," "local jurisdiction," and "local authority" mean in reference to the districts mentioned in the first column of the schedule to this Act, the rate, jurisdiction and authority mentioned in the second, third and fourth columns of the said schedule, and such schedule shall be deemed to be part of this Act. The term "place of safety" shall mean any suitable place, the occupier of which is willing temporarily to receive such infant. The term "relatives" shall mean and include the parents, grandparents and uncles and aunts, by consanguinity or affinity, of the infant retained or received as aforesaid, and in the case of illegitimate infants the persons who would be so related if the infant were legitimate. Definitions.

SCHEDULE.

ENGLAND AND WALES.

District.	Local Rate.	Local Jurisdiction.	Local Authority.
County of London	Rate or fund applicable to the payment of the general expenses of the Council.	Area of the County of London (except the City of London).	London County Council.
City of London -	Consolidated sewers rate.	Area of the City of London and the liberties thereof.	Common Council.
Other places -	Rate or fund applicable to the general expenses of the Guardians.	The Poor Law Union	The Board of Guardians.

SCOTLAND.

Parish - -	The Poor Rate -	Area of Parish -	Parish Council.
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IRELAND.

In all places -	The Poor Rate -	The Poor Law Union	The Board of Guardians.
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Application
to Scotland.

16. This Act in its application to Scotland shall be subject to the following provisions: The Secretary for Scotland shall be substituted for the Secretary of State; the Local Government Board for Scotland shall be substituted for the Local Government Board: the sheriff shall be substituted for a justice of the peace; the procurator fiscal shall be substituted for the coroner, and an inquiry by him into the cause of death for an inquest; the poor-house shall be substituted for the workhouse; the inspector of poor shall be substituted for inspector; and the powers and duties which by s. 3 hereof are conferred and imposed upon the inspector or other authorised person shall be conferred and imposed upon the inspector of poor.

Application
to Ireland.

17. In the application of this Act to Ireland, the Chief Secretary shall be substituted for a Secretary of State, and the Local Government Board for Ireland shall be substituted for the Local Government Board.

Repeal.
35 & 36 Vict.
c. 38.

18. The Infant Life Protection Act, 1872, shall be repealed from the date of the commencement of this Act.

Commence-
ment of Act.

19. This Act shall commence on the first day of January, one thousand eight hundred and ninety-eight.

LOANS.

BORROWING BY GUARDIANS AND MANAGERS OF DISTRICT SCHOOLS, ETC.

52 & 53 Vict.
c. 56.

The Poor Law Act, 1889, by s. 2 (6) (see *post*) repealed all previous enactments in the Acts relating to the relief of the poor, touching the purposes for which and the amounts to which guardians of unions and managers of any school or asylum district might borrow, and provided as follows:—

Sect. 2.—Whereas it is expedient to simplify and express in one enactment the purposes and amount for and to which guardians of unions and managers of district schools and asylums have powers to borrow, and otherwise to amend those powers: Be it therefore enacted as follows:—

- (1.) The guardians of any union may, with the sanction of the Local Government Board, borrow for the purpose of raising the expenses incurred, or proposed to be incurred, for any permanent work or object, or any other thing the costs of which ought in the opinion of the Local Government Board to be spread over a term of years.
- (2.) A loan shall not be of such amount as exceeds, or will make the total debt of the guardians under the Acts relating to the relief of the poor exceed, one-fourth of the total annual rateable value of the union.

- (3.) The Local Government Board may, by provisional order, extend the said maximum to double the amount above authorised, and ss. 297 and 298 of the Public Health Act, 1875, shall apply to every such provisional order in like manner as if they were herein re-enacted and the guardians were a local authority. 38 & 39 Vict.
c. 55.

These sections relate to provisional orders made by the Local Government Board and their cost.

- (4.) The unapplied balance of any loan raised by any guardians may, with the consent of the Local Government Board, be applied to any purpose for which a loan can be raised under this Act by such guardians.

- (5.) This section shall apply to the managers of any school district, *and to the managers of any asylum district, not being the metropolitan asylum district*, in like manner as if they were guardians and this section were in terms made applicable thereto, but with the substitution of one-sixteenth of the annual rateable value of the district for one-fourth of the annual rateable value of the union.

The words in italics in this and sub-s. (6) were repealed by the Poor Law Act, 1897, s. 3. 60 & 61 Vict.
c. 29. °

- (6.) All enactments in the Acts relating to the relief of the poor touching the purposes for which and the amount to which guardians of unions and managers of any school or asylum district to whom this section applies may borrow, shall be repealed without prejudice to anything done thereunder, but every loan under this section shall be made on the like security *and be paid off in the like time and manner, and be borrowed and re-borrowed in the like manner* as is provided by the enactments in force at the passing of this Act with respect to loans of such guardians and managers.

The Poor Law Amendment Act, 1868, by s. 35 extended the time for repayment of money borrowed under the Poor Law Amendment Act, 1834, and the subsequent Acts extending or amending the same, from twenty to thirty years; but this provision was rescinded by the Poor Law Act, 1897, which enacted— 31 & 32 Vict.
c. 122.

60 & 61 Vict.
c. 29.

Sect. 1.—(1.) A loan raised after the passing of this Act under s. 2 of the Poor Law Act, 1889, shall be repaid within such period, not exceeding sixty years, as the guardians or managers with the sanction of the Local Government Board may determine, either by equal yearly or half-yearly instalments of principal or principal and interest, or by means of a sinking fund. 52 & 53 Vict.
c. 56.

In their circular letter of October 29th, 1897, the Local Government Board point out that sub-s. (1) of s. 1 of the Act above quoted “assimilates the law

in respect of the maximum period allowable for the repayment of a loan under the Act of 1889, and the mode of repayment, to the provisions in force as to these matters with regard to loans contracted by district councils under the Public Health Acts," and add: "In giving their sanction to the period for the repayment of loans by district councils under these Acts, it is the practice of the Board, under ordinary circumstances, to allow a period not exceeding 50 years for the repayment of a loan raised for the purchase of land, and a period not exceeding 30 years for the repayment of a loan for buildings. Shorter periods for repayment of loans raised to provide furniture, machinery, fittings and other matters are sanctioned by the Board according to the object of the loan in each particular case. The Board propose to allow the same periods for the repayment of loans to be raised by guardians and managers of district schools and asylums as they now allow in sanctioning loans raised by district councils." (27 *Rep. L. G. Bd.* p. 40.)

38 & 39 Vict.
c. 83.

(2.) The sinking fund shall be set apart, invested and applied in accordance with the Local Loans Act, 1875, and the Acts amending that Act, and for the purpose of such application the prescribed rate shall be a rate not exceeding 3 per cent. per annum. Provided that the guardians or managers shall not invest in their own securities.

38 & 39 Vict.
c. 83.

The provisions of s. 15 of the Local Loans Act, 1875, "require that such equal yearly or half-yearly sums shall be paid into the sinking fund in each year, as being accumulated at compound interest at the prescribed rate [not exceeding 3 per cent.] will, at the expiration of some period not longer than the period sanctioned, be sufficient, after payment of all expenses, to discharge the loan. . . . The first of the payments into the sinking fund is required to be made within one year from the date of the loan; and all sums paid into the sinking fund must be, as soon as may be, invested in securities in which trustees are by law for the time being authorised to invest, or in debentures, debenture stock, or annuity certificates issued under the Local Loans Act; and all dividends and other annual sums received in respect of the investments must, as soon as may be after they are received, be paid into the sinking fund, and be invested in like manner. As regards the securities in which trustees are authorised to invest, the Board may draw attention to s. 1 of the Trustee Act, 1893 (56 & 57 Vict. c. 53), in which these securities are specified. . . . No sanction on the part of the Board to the mode of repayment will be required. . . . There should be a separate sinking fund in respect of each loan which is to be repaid by these means." (*Ibid.*, pp. 40, 41.)

(3.) Where any such loan has been contracted to be repaid by annual instalments, it may, with the consent of the lenders, be repaid by half-yearly instalments.

52 & 53 Vict.
c. 56.

(4.) Guardians and managers may borrow money under the said section 2, without the consent of the Local Government Board, for the purpose of repaying any outstanding part of any loan borrowed either before or after the passing of the Poor Law Act, 1889, which they have power to repay.

(5.) Any money so borrowed shall be repaid in the manner provided by this Act and within the same period as that originally

sanctioned for the repayment of the loan, unless the Local Government Board consent to the period for repayment being enlarged, but that period shall not exceed sixty years from the date of the original borrowing.

“Hitherto the Poor Law Acts have only enabled guardians or managers to re-borrow, where they could do so at a lower rate of interest than that payable on the loan to be paid off.” (*Ibid.*, p. 41.)

(6.) For the purposes of this section the expression ‘outstanding’ means not repaid by instalments, or by means of a sinking fund, or out of capital money properly applicable to the purpose of repayment other than money borrowed for that purpose.

LUNACY.

THE LUNACY ACTS, 1890 AND 1891.

The Lunacy Act, 1890 (53 Vict. c. 5) consolidated the law relating to lunatics, and repealed most of the previous enactments on the subject. The Act has since been amended by the Lunacy Act, 1891, and these two Acts are cited together as “The Lunacy Acts, 1890 and 1891.”

54 & 55 Vict.
c. 65.

The sections which relate to pauper lunatics, and bear upon the work of guardians and their officers, are set out below with a few explanatory notes, the provisions of the amending Act of 1891 being inserted in their appropriate places in the principal Act.

The order or authority made or given for the reception of a lunatic, whether a pauper or not, in an institution for lunatics (*i.e.* an asylum, hospital or licensed house, but not a workhouse) is in the Act termed a “reception order” (s. 341), and if made otherwise than upon petition is called a “summary reception order” (s. 19 (1)).

The Lunacy Act, 1890.

PART I.

RECEPTION OF LUNATICS.

Summary Reception Orders—Non-Pauper Lunatics.

Sect. 13.—(1.) Every constable, relieving officer and overseer of a parish, who has knowledge that any person within the district or parish of the constable, relieving officer or overseer, who is not a pauper and not wandering at large, is deemed to be a lunatic and is not under proper care and control, or is cruelly treated or neglected by any relative or other person having the care or charge of him, shall within three days after obtaining such knowledge give information thereof upon oath to a justice being a judicial authority under this Act.

Lunatics not under proper care and control or cruelly treated or neglected.

A justice to be a judicial authority within the meaning of the Act must have been specially appointed by the justices of the county or quarter sessions borough, or by the Lord Chancellor, to exercise the powers conferred by the Act upon the judicial authority (s. 10), and by s. 24 of the Lunacy Act, 1891,

54 & 55 Vict.
c. 65.

a justice of the peace specially appointed under s. 10 of the principal Act may exercise the powers of the judicial authority under that Act, notwithstanding that he may not have jurisdiction in the place where the lunatic or alleged lunatic is.

A judge of county courts, or a stipendiary magistrate, or any magistrate appointed to act at any of the police courts of the metropolis, is also a judicial authority under the Act (*ss. 9 (1) and 341*).

The person failing to give the information as directed is liable to a penalty not exceeding 10*l.* for every day or part of a day during which the default continues (*s. 320*).

(2.) Any such justice, upon the information on oath of any person whomsoever, that a person *within the limits of his jurisdiction* not a pauper and not wandering at large, is deemed to be a lunatic and is not under proper care and control, or is cruelly treated or neglected as aforesaid, may himself visit the alleged lunatic, and shall, whether making such visit or not, direct and authorise any two medical practitioners whom he thinks fit to visit and examine the alleged lunatic and to certify their opinion as to his mental state, and the justice shall proceed in the same manner as far as possible, and have as to the alleged lunatic the same powers, as if a petition for a reception order had been presented by the person by whom the information with regard to the alleged lunatic has been sworn.

The procedure upon petition for a reception order is given in *ss. 6 and 7*.

The words in italics were repealed by the Lunacy Act, 1891, *s. 29*.

By *s. 29* of the principal Act the examination by the two medical practitioners must be made not more than seven clear days before the date of the order, and each medical practitioner must examine the alleged lunatic separately from the other.

Sect. 285 provides for the payment of the medical fees and other expenses.

(3.) If upon the certificates of the medical practitioners who examine the alleged lunatic, or after such other and further inquiry as the justice thinks necessary, he is satisfied that the alleged lunatic is a lunatic, and is not under proper care and control, or is cruelly treated or neglected by any relative or other person having the care or charge of him, and that he is a proper person to be taken charge of and detained under care and treatment, the justice may, by order, direct the lunatic to be received and detained in any institution for lunatics to which, if a pauper, he might be sent under this Act, and the constable, relieving officer or overseer upon whose information the order has been made, or any constable whom the justice may require so to do, shall forthwith convey the lunatic to the institution named in the order.

Form 15.

54 & 55 Vict.
c. 65.

Lunacy Act, 1891, s. 3.—The lunatic so sent under this section or *s. 16*, is to be classified as a pauper until it is ascertained that he is entitled to be classified as a private patient.

Lunacy Act, 1891, s. 2 (1).—"A constable, relieving officer or overseer, whose duty it is under the principal Act to convey a lunatic to or from an institution for lunatics, may make proper arrangements for the performance of the duty by some other person or persons."

The Board are desirous that the guardians should impress upon the relieving officers that, where they avail themselves of the power thus conferred upon them, they should use great care in selecting suitable persons to convey the lunatics to the asylum, and, in particular, should provide that a female patient is always accompanied by a woman. (*Circ. Letter*, September 18th, 1891, 21 *Rep. L. G. Bd.*, p. 95.)

Lunacy Act, 1891, s. 2 (2).—"Where in a union there are two or more relieving officers, and the guardians, with the sanction of the Local Government Board, direct one relieving officer to discharge throughout the union the duties of a relieving officer in respect of lunatics, every other relieving officer in the union shall inform the officer so directed of any case of a lunatic, with which it would otherwise devolve upon such other relieving officer to deal, and it shall be the duty of the relieving officer receiving such information to deal with the case, and the other relieving officer shall be discharged from any further duty in the matter."

The Local Government Board say they would only be prepared to give their sanction to a proposal to direct a relieving officer to whom a relief district has been assigned to discharge throughout the union the duties of relieving officer in respect of lunatics in the case of very populous unions or parishes not extending over a wide area. This is doubtless in view of the undesirability of any relieving officer being absent from his district. Such duties are, however, frequently assigned to a "general relieving officer" who has no district allotted to him.

For other duties assigned to such an officer, see form of order, p. 589.

The Local Government Board state that they are advised that the duty of acting throughout a union in lunacy cases cannot be assigned to an assistant relieving officer.

An order made under this section, or s. 16, is termed a "summary reception order," and the justice making such an order may suspend the execution thereof for any period not exceeding fourteen days (see s. 19).

See also s. 21 as to removal to a workhouse.

FORM 15.—ORDER FOR RECEPTION OF A LUNATIC NOT UNDER PROPER CARE AND CONTROL, OR CRUELLY TREATED OR NEGLECTED, TO BE MADE BY A JUSTICE APPOINTED UNDER THE LUNACY ACT, 1890. Section 13.

I, the undersigned, *C. D.*, being a justice for _____, specially appointed under the Lunacy Act, 1890, having caused *A. B.* to be examined by two duly qualified medical practitioners, and being satisfied that the said *A. B.* is a lunatic not under proper care and control [or is cruelly treated or neglected by the person having the care or charge of him], and that he is a proper person to be taken charge of and detained under care and treatment, hereby direct you to receive the said *A. B.* as a patient into your asylum [or hospital or house].

Subjoined is a statement of particulars respecting the said *A. B.*

(Signed)

A justice of the peace for _____,
appointed under the above-mentioned Act.

Dated _____

To the superintendent of the asylum for _____, [or of the lunatic hospital of _____, or the resident licensee of the licensed house at _____].

Note.—Where the order directs the lunatic to be received into any asylum,

other than an asylum of the county or borough in which the parish or place from which the lunatic is sent is situate, or into a registered hospital or licensed house, it shall state, that the justice making the order is satisfied that there is no asylum of such county or borough, or that there is a deficiency of room in such asylum; or (as the case may be) the special circumstances, by reason whereof the lunatic cannot conveniently be taken to an asylum for such first-mentioned county or borough.

STATEMENT OF PARTICULARS.

Statement of particulars referred to in the above or annexed order.

[¹] If any particulars are not known, the fact is to be so stated.

[Where the patient is in the order described as an idiot omit the particulars marked †.]

The following is a statement of particulars relating to the said A. B. [¹].

Name of patient, with Christian name at length.

Sex and age.

† Married, single, or widowed.

† Rank, profession, or previous occupation (if any).

† Religious persuasion.

Residence at or immediately previous to the date hereof.

† Whether first attack.

Age on first attack.

When and where previously under care and treatment as a lunatic, idiot or person of unsound mind.

† Duration of existing attack.

Supposed cause.

Whether subject to epilepsy.

Whether suicidal.

Whether dangerous to others, and in what way.

Whether any near relative has been afflicted with insanity.

Union to which lunatic is chargeable.

Names, Christian names, and full postal addresses of one or more relatives of the patient.

Name of the person to whom notice of death to be sent, and full postal address if not already given.

(Signed)

To be signed by the relieving officer, overseer, or other person on whose information the order is made.

PAUPER LUNATIC.

Notice to be given of pauper lunatic who ought to be sent to an asylum.

14.—(1.) Every medical officer of a union who has knowledge that a pauper resident within the district of the officer is, or is deemed to be, a lunatic, and a proper person to be sent to an asylum, shall within three days after obtaining such knowledge, give notice thereof in writing to the relieving officer of the district, or, if there is no such officer, to an overseer of the parish where the pauper resides.

Failure to comply with this and the following sub-sections subjects the offender to a penalty not exceeding 10*l.* for every day or part of a day during which the default continues (*s.* 320).

(2.) Every relieving officer and every overseer of a parish of

which there is no relieving officer, who respectively have knowledge either by notice from a medical officer or otherwise, that any pauper resident within the district of the relieving officer or overseer is deemed to be a lunatic, shall, within three days after obtaining such knowledge, give notice thereof to a justice having jurisdiction in the place where the pauper resides.

(3.) A justice, upon receiving such notice, shall by order require the relieving officer or overseer giving the notice, to bring the alleged lunatic before him or some other justice having jurisdiction in the place where the pauper resides at such time and place within three days from the time of the notice to the justice as shall be appointed by the order.

15.—(1.) Every constable and relieving officer and every overseer of a parish who has knowledge that any person (whether a pauper or not) wandering at large within the district or parish of the constable, relieving officer or overseer is deemed to be a lunatic, shall immediately apprehend and take the alleged lunatic, or cause him to be apprehended or taken, before a justice.

Lunatic wandering at large [pauper or non-pauper] to be brought before a justice.

(2.) Any justice, upon the information upon oath of any person that a person wandering at large within the limits of his jurisdiction is deemed to be a lunatic, may by order require a constable, relieving officer or overseer of the district or parish where the alleged lunatic is, to apprehend him, and bring him before the justice making the order, or any justice having jurisdiction where the alleged lunatic is.

16.—The justice before whom a pauper alleged to be a lunatic or an alleged lunatic wandering at large is brought under this Act, shall call in a medical practitioner, and shall examine the alleged lunatic, and make such inquiries as he thinks advisable, and if upon such examination or other proof the justice is satisfied in the first-mentioned case that the alleged lunatic is a lunatic and a proper person to be detained, and, in the secondly-mentioned case, that the alleged lunatic is a lunatic, and was wandering at large, and is a proper person to be detained, and if in each of the foregoing cases the medical practitioner who has been called in signs a medical certificate with regard to the lunatic, the justice may by order direct the lunatic to be received and detained in the institution for lunatics named in the order, and the relieving officer, overseer or constable who brought the lunatic before the justice, or in the case of a lunatic wandering at large, any constable who may by the justice be required so to do, shall forthwith convey the lunatic to such institution.

Lunatic brought before a justice may be sent to an institution for lunatics.

Form 8.

Form 12.

See notes to s. 13, *ante*.

Lunacy Act, 1891, s. 25.—“If for the due administration of the Lunacy

Power to confer powers

of justice of the peace on member of board of guardians.

Acts, 1890 & 1891, in any union it appears to the Lord Chancellor desirable, he may by writing under his hand empower the chairman of the board of guardians to sign orders for the reception of persons as pauper lunatics in institutions for lunatics, and every order so signed shall have effect as if made by a justice of the peace under the principal Act."

It will be observed that the chairman cannot be empowered to sign orders for the detention of lunatics in workhouses under s. 24 of the Lunacy Act, 1890, as the expression "institution for lunatics," as defined by that Act, does not include a workhouse. (*Circ. Letter, September 18th, 1891, 21 Rep. L. G. Bd. p. 98.*)

Sections 16, 23, 24.

FORM 8.—CERTIFICATE OF MEDICAL PRACTITIONER.

[1] Insert residence of patient.

[2] City or borough as the case may be.

[3] Insert profession or occupation, if any.

[4] Insert the place of examination, giving the name of the street, with number or name of house, or should there be no number the Christian and surname of occupier.

[5] City or borough as the case may be.

[6] Omit this when only one certificate is required.

[7] If the same or other facts were observed previous to the time of the examination, the certifier is at liberty to subjoin them in a separate paragraph.

[8] The names and Christian names (if known) of informants to be given, with their addresses and descriptions.

[10] Insert full postal address.

In the matter of *A. B.* of [1] in the county [2] of [3],
an alleged lunatic.

I, the undersigned *C. D.*, do hereby certify as follows:—

1. I am a person registered under the Medical Act, 1858, and I am in the actual practice of the medical profession.

2. On the day of 18, at [4] in the county [5] of [separately from any other practitioner] [6], I personally examined the said *A. B.* and came to the conclusion that he is a [lunatic, an idiot, or a person of unsound mind] and a proper person to be taken charge of and detained under care and treatment.

3. I formed this conclusion on the following grounds, viz.:—

(a.) Facts indicating insanity observed by myself at the time of examination [7], viz.:—

(b.) Facts communicated by others, viz. [8]:—

4. The said *A. B.* appeared to me to be [or not to be] in a fit condition of bodily health to be removed to an asylum, hospital or licensed house.

5. I give this certificate having first read the section of the Act of Parliament printed below.

(Signed) *C. D.* of [10]

Dated

Extract from s. 317 of the Lunacy Act, 1890.

Any person who makes a wilful misstatement of any material fact in any medical or other certificate, or in any statement or report of bodily or mental condition under this Act shall be guilty of a misdemeanor.

FORM 12.—ORDER FOR RECEPTION OF A PAUPER LUNATIC, OR LUNATIC WANDERING AT LARGE.

Section 16.

I, *C. D.*, having called to my assistance *E. F.*, of , a duly qualified medical practitioner, and being satisfied that *A. B.* [describing him] is a pauper in receipt of relief [or in such circumstances as to require relief for his proper care and maintenance], and that the said *A. B.* is a lunatic [or an idiot, or a person of unsound mind] and a proper person to be taken charge of and detained under care and treatment, or that *A. B.* [describing him] is a lunatic, and was wandering at large, and is a proper person to be taken charge of and

detained under care and treatment, hereby direct you to receive the said *A. B.* as a patient into your asylum [*or hospital or house*].

Subjoined is a statement of particulars respecting the said *A. B.*

(Signed)

C. D.,

A justice of the peace for

Dated the day of , one thousand eight hundred and .

To the superintendent of the asylum for the county [*or borough*] of
[*or the lunatic hospital of* ; *or E. F., proprietor of the licensed house*
of ; describing the asylum, hospital or house].

Note.—Where the order directs the lunatic to be received into any asylum other than an asylum of the county or borough in which the parish or place from which the lunatic is sent is situate, or into a registered hospital or licensed house, it shall state that the justice making the order is satisfied that there is no asylum of such county or borough, *or* that there is a deficiency of room in such asylum; *or* (as the case may be) the special circumstances, by reason whereof the lunatic cannot conveniently be taken to an asylum for such first-mentioned county or borough.

Statement of Particulars.

Statement of particulars referred to in the above or annexed order.

The following is a statement of particulars relating to the said *A. B.* [1]:—

Name of patient, with Christian name at length.

Sex and age.

†Married, single, or widowed.

†Rank, profession, or previous occupation (if any).

†Religious persuasion.

Residence at or immediately previous to the date hereof.

†Whether first attack.

Age on first attack.

When and where previously under care and treatment as a lunatic, idiot or person of unsound mind.

†Duration of existing attack.

Supposed cause.

Whether subject to epilepsy.

Whether suicidal.

Whether dangerous to others, and in what way.

Whether any near relative has been afflicted with insanity.

Union to which lunatic is chargeable.

Names, Christian names, and full postal addresses of one or more relatives of the patient.

Name of the person to whom notice of death to be sent, and full postal address if not already given.

(Signed)

G. H.

To be signed by the Relieving Officer or Overseer.

17.—Where, under this Act, notice has been given to, or an information upon oath laid before, a justice that a pauper resident within the limits of his jurisdiction is deemed to be a lunatic, and a proper person to be sent to an asylum, or that a person, whether a pauper or not, wandering at large within the limits aforesaid, is deemed to be a lunatic, such justice may examine the alleged

[1] If any particulars are not known, the fact is to be so stated.

[Where the patient is in the order described as an idiot omit the particulars marked †.]

Power to examine alleged lunatic at his own abode or elsewhere.

lunatic at his own house or elsewhere, and may proceed in all respects as if the alleged lunatic had been brought before him.

A justice cannot in any case act upon his own knowledge only for the purpose of making a reception order. He cannot proceed except upon the prescribed notice, or where an information has been laid. (*Circ. Letter*, 20 *Rep. L. G. Bd.* p. 35.)

When lunatic may be treated as a pauper.

18.—A justice shall not sign an order for the reception of a person as a pauper lunatic into an institution for lunatics, or workhouse, unless he is satisfied that the alleged pauper is either in receipt of relief, or in such circumstances as to require relief for his proper care. If it appears by the order that the justice is so satisfied, the lunatic shall be deemed to be a pauper chargeable to the union, county or borough properly liable for his relief. A person who is visited by a medical officer of the union, at the expense of the union, is, for the purposes of this section, to be deemed to be in receipt of relief.

See note to s. 13 (3), p. 688.

Suspension of removal under reception order.

19.—(1.) A justice making an order for the reception of a lunatic otherwise than upon petition, in this Act called a “summary reception order,” may suspend the execution of the order for such period not exceeding fourteen days as he thinks fit, and in the meantime may give such directions or make such arrangements for the proper care and control of the lunatic as he considers proper.

(2.) If a medical practitioner who examines a lunatic as to whom a summary reception order has been made, certifies in writing that the lunatic is not in a fit state to be removed, the removal shall be suspended until the same or some other medical practitioner certifies in writing that the lunatic is fit to be removed, and every medical practitioner who has certified that the lunatic is not in a fit state to be removed shall, as soon as in his judgment the lunatic is in a fit state to be removed, be bound to certify accordingly.

See s. 21 (2).

Removal of lunatic to workhouse in urgent cases.

20.—If a constable, relieving officer or overseer is satisfied that it is necessary for the public safety or the welfare of an alleged lunatic with regard to whom it is his duty to take any proceedings under this Act, that the alleged lunatic should, before any such proceedings can be taken, be placed under care and control, the constable, relieving officer or overseer may remove the alleged lunatic to the workhouse of the union in which the alleged lunatic is, and the master of the workhouse shall, unless there is no proper accommodation in the workhouse for the alleged lunatic, receive and relieve, and detain the alleged lunatic therein; but no person shall be so detained for more than three days, and before the

expiration of that time, the constable, relieving officer or overseer shall take such proceedings with regard to the alleged lunatic as are required by this Act.

The Act contemplates that a constable apprehending an alleged lunatic and taking him to the workhouse shall be the officer to perform the duty of afterwards bringing the alleged lunatic before a justice, and not any officer of the guardians.

By *Morris v. Atkins*, 18, T. L. R. 628 (May 16th, 1902), in order that a person may be removable by a constable to a workhouse under the above section he must fulfil the conditions of being (1) an alleged lunatic, and (2) a person in regard to whom the constable has a duty to take proceedings under the Act, *i.e.* a person who is wandering at large within the meaning of s. 15 (1).

Where a person is not under proper care and control, and is deemed to be a lunatic, he is to be considered as a person wandering at large within the purview of the latter enactment.

21.—(1.) In any case where a summary reception order might be made, any justice, if satisfied that it is expedient for the welfare of the lunatic, or for the public safety, that the lunatic should forthwith be placed under care and control, and if it appears to him that there is proper accommodation for the lunatic in the workhouse of the union in which the lunatic is, may make an order for taking the lunatic to and receiving him in that workhouse.

Temporary removal of lunatic to workhouse under order of justice.

See at p. 545, the Memorandum as to Short Period Lunatics, issued by the Local Government Board in September, 1891, relative to the provision which should be made in workhouses for the accommodation of persons who are alleged to be, or who are, lunatics, and who are removed to the workhouse under the above section or s. 20.

(2.) In any case where a summary reception order has been made, an order under this section may be made to provide for the detention of the lunatic until he can be removed.

As to examination by the medical officer of the workhouse upon admission, and before removal, see note to s. 24 (6).

(3.) An order under this section shall not authorise the detention of a lunatic in a workhouse for more than fourteen days, after which period such detention shall not be lawful, except in accordance with the provisions of this Act as to the detention of lunatics in workhouses.

(4.) An order under this section may be made by any justice having jurisdiction in the place where the lunatic is.

The law officers of the Crown being consulted by the Commissioners in Lunacy, expressed the following opinion upon s. 21 (1) and (2):—

1. An order cannot be made by a justice under sub-s. (1) of s. 21 of the Lunacy Act, 1890, authorising the detention in a workhouse of a lunatic who is already in the workhouse. This view will apply to any lunatic who has been removed to the workhouse by a constable, relieving officer or overseer under

s. 20 of the Act, or to a pauper inmate who has become insane during his residence in the workhouse, or who has, as a lunatic, ceased to be a proper person to be detained in the workhouse. (*See s. 24 (6).*)

2. A lunatic who has been taken to and detained in a workhouse for a period of fourteen days in pursuance of the order of a justice under sub-s. (1) of s. 21 of the Act, cannot, after the justice has made an order for the reception and detention of the lunatic in an asylum, be further detained in the workhouse for another period of fourteen days by an order under sub-s. (2) of that section.

3. A lunatic detained in a workhouse for a period of fourteen days in pursuance of the order of a justice made either under sub-s. (1) or sub-s. (2) of s. 21 of the Act may be further continuously detained in the workhouse for another period of fourteen days by the authority of a certificate of the medical officer of the workhouse given under sub-ss. (1) and (2) of s. 24.

4. Pending proceedings in accordance with sub-s. (6) of s. 24 of the Act for the removal to an asylum of a lunatic detained in the workhouse under a certificate of the medical officer of the workhouse, the lunatic may be detained, in any case in which it is necessary to do so, for the following further consecutive periods :—

(a.) For the three days within which the relieving officer must, under sub-s. (2) of s. 14, give notice to a justice that a person resident in his district is deemed to be a lunatic.

(b.) For the further period of three days which may elapse before the alleged lunatic is brought before a justice (s. 14 (3)).

(c.) After a summary reception order has been made, for a further period of fourteen days under sub-s. (2) of s. 21, pending the removal of the lunatic to the asylum.

An order could not, however, be made by a justice for the further detention of such lunatic under sub-s. (1) of s. 21 of the Act of 1890. (*Circ. Letter of L. G. Bd., July 30th, 1891.*)

Power to
allow a rela-
tion or friend
to take charge
of a lunatic.

22.—In the case of a lunatic as to whom a summary reception order may be made, nothing in this Act shall prevent a relation or friend from retaining or taking the lunatic under his own care if a justice having jurisdiction to make the order, or the visitors of the asylum in which the lunatic is or is intended to be placed, shall be satisfied that proper care will be taken of the lunatic.

TRANSFER TO WORKHOUSES AND LUNATIC ASYLUMS OF LUNATIC SOLDIERS AND THEIR WIVES AND FAMILIES.

Sect. 91 of the Army Act, 1881 (44 & 45 Vict. c. 58), as amended by 52 Vict. c. 3, s. 5; 54 Vict. c. 5, s. 6; 57 Vict. c. 3, s. 5; and 62 Vict. c. 3, s. 4, provides as follows :—

“ 91.—(1.) A Secretary of State, or any officer deputed by him for the purpose, may, if he think proper, on account of a soldier's lunacy, cause any soldier of the regular forces on his discharge, and his wife and child, or any of them, to be sent to the parish or union to which under the statutes for the time being in force he appears, from the statements made in his attestation paper and other available information, to be chargeable; and such soldier, wife or child, if delivered after reasonable notice, . . . at the workhouse in which persons settled in such parish or union are received, . . . shall be received by the master or other proper officer of such workhouse. . . .

“(2.) Provided that a Secretary of State, or any officer deputed by him for the purpose, where it appears to him that any such soldier is a dangerous lunatic, and is in such a state of health as not to be liable to suffer bodily or mental injury by his removal, may by order signified under his hand, or under the hand of an under-secretary, send such lunatic direct to an asylum, registered hospital, licensed house or other place in which pauper lunatics can legally be confined, and for the purpose of the said order the above-mentioned parish or union shall be deemed to be the parish or union from which such lunatic is sent.

“(3.) In England the lunatic shall be sent to the asylum, hospital, house or place to which a person in the workhouse aforesaid, on becoming a dangerous lunatic, can by law be removed, and an order of the Secretary of State, or officer, under this section shall be of the same effect as a summary reception order within the meaning of the Lunacy Act, 1890, and the like proceedings shall be taken thereon as on an order under that Act.”

See Circular Letters to Boards of Guardians, August 3rd, 1899, 29 Rep., L. G. Bd., App., p. 24, and June 12th, 1906. The latter states that the Secretary of State for War has now delegated his powers under s. 91 of the Army Act, 1881, to the general officers commanding-in-chief the various commands in the United Kingdom, and in their absence to the brigadier-generals in charge of administration in these commands only; also to the general officers commanding the London, Jersey, and Guernsey districts. Correspondence regarding military lunatics should therefore be addressed by the poor law authorities accordingly.

The above quoted s. 91 of the Army Act, 1881, is applied to lunatic seamen by s. 3 of the Naval Enlistment Act, 1884. 47 & 48 Vict.
c. 46.

RECEPTION ORDER BY TWO COMMISSIONERS.

23.—(1.) Any two or more Commissioners may visit a pauper lunatic or alleged lunatic not in an institution for lunatics, or workhouse, and may, if they think fit, call in a medical practitioner.

Commissioners may send pauper lunatic to an institution for lunatics.

(2.) If the medical practitioner signs a medical certificate with regard to the lunatic, and the Commissioners are satisfied that the pauper is a lunatic and a proper person to be detained, they may by order direct the lunatic to be received in an institution for lunatics, and the relieving officer of the district or any constable who may by them be required so to do shall forthwith convey the lunatic to such institution.

Form 8, *ante*,
p. 692.

LUNATICS IN WORKHOUSES.

24.—(1.) Except in the cases mentioned in this Act, no person shall be allowed to remain in a workhouse as a lunatic unless the medical officer of the workhouse certifies in writing—

Lunatics in workhouses.

(a.) that such person is a lunatic, with the grounds for the opinion; and

Form 10.

(b.) that he is a proper person to be allowed to remain in a workhouse as a lunatic; and

(c.) that the accommodation in the workhouse is sufficient for

his proper care and treatment, separate from the inmates of the workhouse not lunatics, unless the medical officer certifies that the lunatic's condition is such that it is not necessary for the convenience of the lunatic or of the other inmates that he should be kept separate.

The excepted cases mentioned in the Act appear to be those dealt with by ss. 20, 21, 24 (8), 25 & 26 of the Act of 1890, and s. 4 (1) of the Act of 1891, for which last see p. 700.

FORM 10.—CERTIFICATE AS TO PAUPER LUNATIC IN A WORKHOUSE.

Section 24.

I, the undersigned medical officer of workhouse of the Union, hereby certify that I have carefully examined into the state of health and mental condition of *A. B.*, a pauper in the said workhouse, and that he is in my opinion a lunatic, and a proper person to be allowed to remain in the workhouse as a lunatic, and that the accommodation in the workhouse is sufficient for his proper care and treatment separate from the inmates of the workhouse not lunatics [*or*, that his condition is such that it is not necessary for the convenience of the lunatic or of the other inmates that he should be kept separate].

The grounds for my opinion that the said *A. B.* is a lunatic are as follows :—

(Signed)

Medical Officer of the Workhouse.

Dated

(2.) A certificate under this section shall be sufficient authority for detaining the lunatic therein named against his will in the workhouse for fourteen days from its date.

See notes to s. 21 as to detention in a workhouse.

Form 11.

(3.) No lunatic shall be detained against his will or allowed to remain in a workhouse for more than fourteen days from the date of a certificate under this section without an order under the hand of a justice having jurisdiction in the place where the workhouse is situate.

When the certificate under this section has been given by the medical officer of the workhouse, the master should inform the relieving officer, so that a justice's order may be obtained for the further detention of the lunatic.

FORM 11.—ORDER FOR DETENTION OF LUNATIC IN WORKHOUSE.

Section 24.

I, the undersigned *C. D.*, a justice of the peace for , being satisfied that *A. B.*, a pauper in the workhouse of the is a lunatic [*or* idiot *or* person of unsound mind] and a proper person to be taken charge of under care and treatment in the workhouse, and being satisfied that the accommodation in the workhouse is sufficient for his proper care and treatment separate from the inmates of the workhouse not lunatics [*or*, that his condition is such that it is not necessary for the convenience of the lunatic or of the other inmates that he should be kept separate], hereby authorise you to take charge of, and, if

the workhouse medical officer shall certify it to be necessary, to detain the said *A. B.* as a patient in your workhouse. Subjoined is a statement of particulars respecting the said *A. B.*

(Signed) *C. D.,*
A justice of the peace for

Dated
 To the master of the workhouse
 of the

Statement of Particulars.

Name of patient and Christian name at length.

Sex and age.

Married, single, or widowed.

Condition of life and previous occupation (if any).

Religious persuasion as far as known.

Previous place of abode.

Whether first attack.

Age (if known) on first attack.

When and where previously under care and treatment.

Duration of existing attack.

Supposed cause.

Whether subject to epilepsy.

Whether suicidal.

Whether dangerous to others.

Whether any near relative has been afflicted with insanity.

Name and Christian name and address of nearest known relative of the patient
 and degree of relationship if known.

I certify that to the best of my knowledge the above particulars are correct.

[To be signed by the relieving officer.]

(4.) The order in the last preceding sub-section mentioned may be made upon the application of a relieving officer of the union to which the workhouse belongs, supported by a medical certificate under the hand of a medical practitioner, not being an officer of the workhouse, and by the certificate under the hand of the medical officer of the workhouse hereinbefore mentioned. Forms 8, 10.
[*Ante*, pp. 692,
698.]

Lunacy Act, 1891, s. 5.—"There shall be attached to every order made by a justice under section twenty-four of the principal Act the medical certificates on which such order is founded." 54 & 55 Vict.
c. 65.

The orders and the certificates given under this section should be carefully preserved by the master of the workhouse.

(5.) The guardians of the union to which the workhouse belongs shall pay such reasonable remuneration as they think fit to the medical practitioner who, not being an officer of the workhouse, examines a person for the purpose of a certificate under this section.

A partner of the medical officer of the workhouse, or his duly qualified assistant, or his deputy under Art. 200 of the Consolidated General Order, is not an "officer of the workhouse" for the purposes of this section.

(6.) If, in the case of a lunatic being in a workhouse, the medical officer thereof does not sign such certificate as in sub-section one of this section mentioned, or if at or before the expiration of fourteen days from the date of the certificate an order is not made under the hand of a justice for the detention of the lunatic in the workhouse, or, if after such an order has been made, the lunatic ceases to be a proper person to be detained in a workhouse, the medical officer of the workhouse shall forthwith give notice in writing to a relieving officer of the union to which the workhouse belongs, *that a pauper in the workhouse is a lunatic and a proper person to be sent to an asylum*, and thereupon the like proceedings shall be taken by the relieving officer and all other persons for the purpose of removing the lunatic to an asylum, and within the same time, as by this Act provided in the case of a pauper deemed to be a lunatic and a proper person to be sent to an asylum, and, pending such proceedings, the lunatic may be detained in the workhouse.

The words in italics are repealed by the Lunacy Act, 1891, s. 29.

If the medical officer of a workhouse fails to give such notice to a relieving officer, he will be liable to a penalty not exceeding 10*l.* for each day or part of a day during which his default continues; and the relieving officer is liable to a similar penalty if he fails to perform his duty under the section (s. 320).

The proceedings to be taken for the purpose of removing the lunatic to an asylum will be those detailed in ss. 14, 16, 19 and 21, *ante*.

Both upon admission to, and before removal from, a workhouse, the lunatic should be examined by the medical officer of the workhouse as to the existence of disease, and the presence or absence of any bruises or other injuries, the result should be recorded, and the record preserved. (*See Circ. Letters of L. G. Bd of June 1st, 1896, and June 24th, 1897, at pp. 556, 561.*)

30 & 31 Vict.
c. 6. (7.) In the case of a lunatic in an asylum provided for the reception and relief of the insane under the Metropolitan Poor Act, 1867, notices to be given to and proceedings to be taken by a relieving officer shall be given to and taken by one of the officers of the asylum to be nominated for the purpose by the managers of the asylum district.

25 & 26 Vict.
c. 111. (8.) As regards every pauper in a workhouse at the date of the commencement of this Act, as to whom a certificate has been signed under section twenty of the Lunacy Acts Amendment Act, 1862 [repealed by this Act], no certificate or order of a justice under this section shall be required.

54 & 55 Vict.
c. 65. *Lunacy Act, 1891, s. 4 (1).*—"Every pauper suffering from mental disease in a workhouse at the commencement of the principal Act [Lunacy Act, 1890] as to whom a report had before the commencement of the principal Act been made under section twenty-two of the Poor Law Amendment Act, 1867, may be detained in the workhouse against his will without an order under section twenty-four of the principal Act."

30 & 31 Vict.
c. 106.

Section 22 of the Poor Law Amendment Act, 1867, gave guardians power under certain conditions to detain in a workhouse paupers suffering from mental disease or from bodily disease of an infectious or contagious character. The section is repealed by s. 342 of the Lunacy Act, 1890 (schedule 5), except as regards persons suffering from delirium tremens, or from bodily disease of a contagious or infectious character. Its provisions as regards paupers in a workhouse suffering from mental disease are, however, retained to a limited extent by the above quoted s. 4 (1) of the Lunacy Act, 1891.

25. Where a pauper lunatic is discharged from an institution for lunatics, and the medical officer of the institution is of opinion that the lunatic has not recovered and is a proper person to be kept in a workhouse as a lunatic, the medical officer shall certify such opinion, and the lunatic may thereupon be received and detained against his will in a workhouse without further order if the medical officer of the workhouse certifies in writing that the accommodation in the workhouse is sufficient for the lunatic's proper care and treatment, separate from the inmates of the workhouse not lunatics, or that the lunatic's condition is such that it is not necessary for the convenience of the lunatic, or of the other inmates, that he should be kept separate.

Power to send discharged pauper not recovered to a workhouse.

No forms for these certificates have been prescribed.

26.—(1.) The visitors of any asylum may, with the consent of the Local Government Board and the Commissioners, and subject to such regulations as they respectively prescribe, make arrangements with the guardians of any union for the reception into the workhouse of any chronic lunatics, not being dangerous, who are in the asylum and have been selected and certified by the manager of the asylum as proper to be removed to the workhouse.

Chronic lunatics may be received in workhouses in certain cases.

(2.) Every lunatic received in a workhouse under this section shall, while he remains there, continue a patient on the books of the asylum for the purposes of this Act so far as it relates to lunatics removed to asylums.

Institutions in which Lunatics may be received.

27.—(1.) Subject to the restrictions in this section mentioned, every summary reception order, and every reception order made by two or more Commissioners, may authorise the reception of the lunatic named in the order not only into an asylum of the county or borough in which the place from which the lunatic is sent is situate, but also into any other institution for lunatics.

Institutions to which lunatics may be removed.

Sections 13-22, *ante*, relate to "summary reception orders," and s. 23 to reception orders by two or more Commissioners.

(2.) A lunatic shall not under any such order be sent elsewhere than to an asylum of the county or borough in which the place from which he is sent is situate, unless there is no such asylum, or there is a deficiency of room, or there are some special circumstances by reason whereof the lunatic cannot conveniently be taken to such asylum, and the deficiency of room or special circumstances shall be stated in the order.

(3.) A pauper lunatic shall not be received under an order into any asylum other than an asylum belonging wholly or in part to the county or borough in which the place from which the lunatic is sent or the parish in which he is adjudged to be settled is situate, unless there is a subsisting contract for the reception of lunatics of such county or borough therein, or such borough otherwise contributes to the asylum into which the pauper is to be received, except the order is endorsed by a visitor of that asylum.

(4.) The manager of a hospital or licensed house shall not be bound to receive any lunatic under any such order except in pursuance of a subsisting contract.

54 & 55 Vict.
c. 65.

Lunacy Act, 1891, s. 6.—"Where a workhouse is situate in a county which does not include the union to which the workhouse belongs, a summary reception order made by a justice of the county in which the workhouse is situate may order a lunatic in the workhouse to be received in any asylum, in which pauper lunatics chargeable to the union to which the workhouse belongs, may legally be received."

See also s. 68 of the Act of 1890, as to the removal of a lunatic from a workhouse by a justice when a union is in more than one county, p. 708.

Sections 28 to 38 relate to "Requirements of Reception Orders, and Medical Certificates," and the "Duration of Reception Orders," a new sub-section being substituted for s. 38 (4) of the Act of 1890 by s. 7 of the Act of 1891. Of these only s. 37 is given.

Order and
certificate to
remain in
force in cer-
tain cases.

37.—(1.) An order for the reception of a patient as a pauper shall extend to authorise his detention, though it may afterwards appear that he is entitled to be classified as a private patient, and an order required for the reception of a private patient shall authorise his detention although it may afterwards appear that he ought to be classified as a pauper patient.

(2.) If a patient is removed temporarily under the provisions of this Act from the place in which he is confined, or is transferred from one place of confinement to another, the original order and certificate or certificates upon which he was received shall remain in force.

As to temporary removal and transfer of lunatics, see ss. 55 (1), (2), (6), 57, and 60 to 69.

PART II.

CARE AND TREATMENT.

Mechanical Restraint.

40.—(1.) Mechanical means of bodily restraint shall not be applied to any lunatic unless the restraint is necessary for purposes of surgical or medical treatment, or to prevent the lunatic from injuring himself or others. Mechanical means of restraint.

Under Art. 208, No. 27, of the Consolidated General Order, the master is to report forthwith to the medical officer and to the guardians, in writing, all cases in which any restraint or compulsion may have been used towards any pauper inmate of unsound mind in the workhouse.

(2.) In every case where such restraint is applied a medical certificate shall, as soon as it can be obtained, be signed, describing the mechanical means used, and stating the grounds upon which the certificate is founded.

(3.) The certificate shall be signed, in the case of a lunatic in an institution for lunatics or workhouse, by the medical officer thereof, and in the case of a single patient, by his medical attendant.

(4.) A full record of every case of restraint by mechanical means shall be kept from day to day; and a copy of the records and certificates under this section shall be sent to the Commissioners at the end of every quarter.

The Lunacy Commissioners have expressed the opinion that where the mental condition of patients is such as to require the habitual use of restraint, the patients should be certified and classed as lunatics, whereupon the statutory provisions respecting the use of such restraint would apply.

(5.) In the case of a workhouse, the record to be kept under this section shall be kept by the medical officer of the workhouse, and the copies of records and certificates to be sent shall be sent by the clerk to the guardians.

(6.) In the application of this section "mechanical means" shall be such instruments and appliances as the Commissioners may, by regulations to be made from time to time, determine.

(7.) Any person who wilfully acts in contravention of this section shall be guilty of a misdemeanor.

In pursuance of this section a Regulation was made on April 17th, 1895 (superseding an earlier one of April 9th, 1890), and came into force on July 1st, 1895.

The Regulation and the Commissioners' observations thereon are as follows:—

REGULATION MADE BY THE COMMISSIONERS IN LUNACY AS
TO INSTRUMENTS AND APPLIANCES FOR THE MECHANICAL
RESTRAINT OF LUNATICS.

LUNACY ACT, 1890, s. 40.

Regulation.

In pursuance of sub-section 6 of the above section of the Lunacy Act, 1890, the Commissioners in Lunacy, by this regulation under their common seal, do hereby determine that "mechanical means of bodily restraint" shall include all instruments and appliances whereby the free movements of the body or of any of the limbs of a lunatic are restrained or impeded, but that the following instruments and appliances only shall be made use of for such purpose:—

1. A jacket or dress, laced or buttoned down the back, made of strong linen, with long outside sleeves fastened to the dress only at the shoulders, and having closed ends to which tapes may be attached for tying behind the back when the arms have been folded across the chest.
2. Gloves without fingers, fastened at the wrists with buttons or locks, and made of strong linen or chamois leather, padded or otherwise.
3. If the continuous bath be employed, the use of a cover to the open bath, with an aperture therein for the patient's head, shall be deemed to be mechanical means of restraint.
4. The wet or dry pack. If, and when, either is used, the patient shall be swathed in sheets and blankets only, the outer sheet being, if necessary, sewn or pinned. No straps or ligatures of any kind shall be used, and the patient shall be released for necessary purposes at intervals not exceeding two hours.
5. Sheets or towels when tied, or fastened to the sides of a bed or other object. When these are used only for the purpose of forcible feeding, and merely held by attendants, and not tied or fastened, their use shall not be considered to come under the head of mechanical restraint.

It is essential to the safe employment of any of these forms of restraint, except No. 2, that the patient be visited frequently by a medical officer, that he be kept under continuous special supervision by an attendant, and that under no circumstances he be left unattended; and it is hereby so ordered.

The Commissioners direct that at each visit of Commissioners or a Commissioner to an asylum, hospital or licensed house, or to a single patient, all instruments and mechanical appliances which may have been employed in the application of bodily restraint to a lunatic since the last preceding visit, be produced to the visiting Commissioners or Commissioner by the superintendent, resident medical officer or resident licensee, or the person having charge of the single patient.

It will be seen that the section requires that in every case, where mechanical restraint is applied, a medical certificate describing the mechanical means used, and stating the grounds upon which the certificate is founded, be signed in asylums and hospitals by the medical superintendent, in licensed houses by the resident or visiting medical practitioner, in workhouses by the medical officer, and in the case of single patients, by the medical attendant; that a full record of every case of restraint be kept *from day to day*; and that a copy of such records and certificates be sent to the Commissioners in Lunacy at the end of every quarter.

In framing this regulation, in which they have defined the "mechanical

means" which may alone be used in the imposition of restraint, the Commissioners in Lunacy have merely discharged the duty cast upon them by the enactment quoted above; and they desire to guard themselves most strictly against the supposition that they have thereby given any greater countenance to the employment of this form of treatment than they have hitherto shown.

While recognising, as the enactment recognises, the possible occurrence of cases in which its employment may be necessary and consistent with humanity, they remain of opinion that the application of mechanical restraint should always be restricted within the narrowest possible limits, that it should not be long continued without intermission, and that it should be dispensed with immediately that it has effected the purpose for which it was employed.

This regulation shall come into operation on the 1st day of July, 1895, on and from which day the regulation of the 9th April, 1890, shall cease to have effect, and a copy shall be inserted at the beginning of every register of mechanical restraint.

Sealed by order of the Board,

G. HAROLD URMSON,

Secretary.

19, Whitehall Place, London, S.W.,
the 17th day of April, 1895.

No. 5 of the rules made by the Commissioners which came into force on September 1st, 1895, prescribes the form of the register of mechanical restraint. (See p. 719.)

Book to be kept in Workhouse.

54.—(1.) The visiting guardians of every union shall, once at least in each quarter, enter in a book to be provided and kept by the master of the workhouse, such observations as they may think fit to make respecting the diet, accommodation and treatment of the lunatics or alleged lunatics in the workhouse.

Book to be kept in workhouse.

(2.) Such book shall be laid by the master before the Commissioner or Commissioners at his or their next visit.

As to the visiting committee to be appointed by guardians, see Arts. 148 and 149 of the Consolidated General Order.

Absence on Trial.

55.—(1.) Any two visitors of an asylum, with the advice in writing of the medical officer, may permit a patient in the asylum to be absent on trial so long as they think fit.

Absence on trial.

(2.) The visitors may make an allowance to a pauper lunatic absent from the asylum on trial, not exceeding the charge in the asylum, and that allowance, and no more, shall be paid for him as if he were in the asylum.

(6.) A Commissioner as regards any hospital, or licensed house, and two members of the managing committee of a hospital, and two of the visitors of a house licensed by justices may, of their own authority, permit a pauper patient to be absent upon trial for such period as may be thought proper, and may make or order to be

made an allowance to the pauper, not exceeding the charge for him in the hospital or house, which shall be payable as if he were in the hospital or house, but shall be paid over to him or for his benefit as such Commissioner or such two visitors may direct.

(8.) If a person allowed to be absent on trial for any period does not return at the expiration thereof, and a medical certificate certifying that his detention as a lunatic is no longer necessary is not sent to the visitors of the asylum or the manager of the hospital or house, he may at any time within fourteen days after the expiration of the period of trial be retaken as in the case of an escape.

As to escape and recapture, see s. 85.

Boarding out Lunatics.

Maintenance
for pauper
lunatic taken
charge of by
relatives.

57.—(1.) Where application is made to the visiting committee of an asylum by any relative or friend of a pauper lunatic confined therein that he may be delivered over to the custody of such relative or friend, the committee may, upon being satisfied that the application has been approved by the guardians of the union to which the lunatic is chargeable or the local authority liable for his maintenance, and, in case the proposed residence is outside the limits of such union or the area subject to such local authority, then also by a justice having jurisdiction in the place where the relative or friend resides, and that the lunatic will be properly taken care of, order the lunatic to be delivered over accordingly.

“Relative” means a lineal ancestor or lineal descendant, or a lineal descendant of an ancestor not more remote than great-grandfather or great-grandmother (s. 341).

(2.) Where any such order is made, the authority liable for the maintenance of the lunatic shall pay to the person to whom the lunatic is delivered such allowance for the maintenance of the lunatic, not exceeding the expenses which would be incurred on his account if he were in the asylum, as such authority on the recommendation of the visiting committee of the asylum from which the lunatic was delivered over thinks proper.

The lunatic is to be visited, and reported upon, once in every quarter of a year, by the medical officer of the union or district in which the lunatic resides (s. 202, *post*). (See also s. 63, *post*.)

51 & 52 Vict.
c. 41.

(3.) For the purposes of section twenty-four (sub-section (2) (*f*)) of the Local Government Act, 1888, a lunatic boarded out by the authorities of any asylum shall be deemed to be a lunatic maintained in an asylum.

For the provisions of the sub-section referred to, see note to s. 286 (1), *post*.

Removal of Lunatics.

60.—(1.) Where upon the visitation of a workhouse by any two or more Commissioners, it appears to them that a lunatic or alleged lunatic therein is not a proper person to be allowed to remain in a workhouse, they may by order direct the lunatic to be removed to an institution for lunatics, and every such order shall have the same effect as a summary reception order.

Removal of lunatic from workhouse by Commissioners.

Section 203 deals with the visitation of workhouses by Commissioners.

As to summary reception orders, see s. 13 and following sections.

(2.) The guardians of the union to which the workhouse belongs may appeal against an order under this section within one month from the making thereof to a Secretary of State, who shall thereupon employ a Commissioner, not being one of the Commissioners who made the order, or some other person, to make a special visitation of the workhouse and to report to him upon the matter, and the decision of the Secretary of State upon such report shall be conclusive.

61.—(1.) The authority liable for the maintenance of a pauper lunatic detained in a hospital or licensed house may make an order for the removal of the lunatic [to the workhouse of the union to which the lunatic is chargeable, or if the lunatic is chargeable to a county or borough, to the workhouse of the union from which he was sent to the hospital or licensed house,] and may direct the mode of removal.

Removal of lunatic in a hospital or licensed house by guardians.

The words within brackets were added by s. 11. of the Lunacy Act, 1891.

(2.) Upon production to the manager of the hospital or house of a copy of the order he shall forthwith remove the patient, or suffer him to be removed.

63.—Where the visiting committee of an asylum has made an order for a pauper lunatic in the asylum to be delivered to the custody of a relative or friend, any two members of the committee may at any time, if they think fit, order the lunatic to be removed to the asylum.

Removal of lunatic boarded out into asylum.

See s. 57, *ante*.

64.—Any two visitors of an asylum may order a pauper lunatic chargeable to any union within any county or borough to which the asylum wholly or in part belongs, or to such county or to any county for the reception of the pauper lunatics whereof into that asylum there is a subsisting contract, to be removed to that asylum from any other institution for lunatics in which he may be detained.

Removal of pauper into county asylum.

See s. 67, *post*, as to restriction on removal.

Removal of pauper from asylum.

65.—(1.) Any two visitors of an asylum may order a pauper lunatic in the asylum to be removed to some other institution for lunatics.

(2.) A lunatic shall not be removed under this section without the consent in writing of two Commissioners, except to—

(a.) an asylum within or belonging wholly or in part to the county within which the asylum from which the lunatic is removed is situate, or to the county in some parish of which the lunatic may have been adjudged to be settled; or

(b.) a hospital or licensed house within any such county as aforesaid; or

(c.) an institution for lunatics into which the lunatic can be received under a subsisting contract.

Directions as to execution of order for removal.

66.—The visitors making an order for the removal of a pauper lunatic may by the order require any relieving officer, or other officer of the union, county or borough to which the lunatic is chargeable, or may authorise any other person, to execute the same.

Restriction upon removal of paupers by two visitors.

67.—A pauper lunatic shall not be removed under any order for removal made by two visitors without a medical certificate signed by the medical officer of the institution for lunatics from which the patient is to be removed, certifying that he is in a fit condition of bodily health to be removed.

Removal of lunatic from workhouse by a justice.

68.—Where a union is in more than one county, and the workhouse of the union is in one county, and the place from which a lunatic was sent to the workhouse is in another county, an order may be made by a justice for the county in which the workhouse is, or a justice for the county from which the lunatic was sent, for the removal of the lunatic either to the asylum of the county in which the workhouse is or to the asylum of the county from which the lunatic was sent, and such latter order may be made notwithstanding that there may be an asylum of the county in which the workhouse is, and there may not be a deficiency of room or any other special circumstances by reason whereof the lunatic cannot conveniently be taken to that asylum.

Compare s. 27, *ante*.

Restriction as to institution to which pauper may be removed.

69.—Except under the provisions of the preceding section a pauper lunatic shall not be removed under an order of removal to any institution for lunatics into which he could not have been received under a reception order.

Discharge of Lunatics.

Discharge of pauper in hospital or house.

73.—The authority liable for the maintenance of a pauper lunatic detained in a hospital or licensed house may make an order

for the discharge of the lunatic, and may direct the mode of discharge, and upon production to the manager of the hospital or house of a copy of the order he shall forthwith discharge the patient or suffer him to be discharged.

74.—A patient shall not be discharged under the provisions of the two preceding sections [s. 72 relates to a private patient] if the medical officer of the institution . . . certifies in writing that the patient is dangerous and unfit to be at large, together with the grounds on which the certificate is founded, unless two of the visitors of the asylum, or the Commissioners visiting the hospital or house, or the visitors of the house . . . after the certificate has been produced, consent in writing to the patient's discharge.

Restriction on discharge.

79.—When application is made to the visiting committee of an asylum by a relative or friend of a pauper lunatic confined therein, requiring that he may be delivered over to the custody and care of such relative or friend, any two of the visitors may, if they think fit, discharge the lunatic upon the undertaking of the relative or friend, to their satisfaction, that the lunatic shall be no longer chargeable to any union, county or borough, and shall be properly taken care of and prevented from doing injury to himself or others.

Discharge of pauper on application of relative or friend.

80.—(1.) When the visitors of an asylum order a pauper lunatic confined therein to be discharged, except on the application of a relative or friend, they may, when they think fit, send a notice in writing, signed by the clerk of the asylum, by post or otherwise, of their intention to discharge the lunatic to the relieving officer of the union to which the lunatic is chargeable, or to the clerk of the local authority liable for his maintenance.

Visiting committee may send notice of intention to discharge pauper lunatic to relieving officer or clerk of local authority.

(2.) Upon receipt of such notice, the relieving officer or clerk shall cause the lunatic upon his discharge to be forthwith removed to the workhouse of the union to which the lunatic is chargeable, or, if the lunatic is chargeable to a county or borough, to the workhouse of the union from which he was sent to the asylum.

81.—The guardians of the union to which a workhouse belongs may make an order for the discharge of any lunatic detained therein.

Discharge from workhouse by guardians.

Recovery of Patient.

83.—(1.) The manager of every hospital and licensed house . . . shall forthwith, upon the recovery of a patient, send notice thereof . . . in the case of a pauper to the guardians of his union, or if a local authority is liable for his maintenance to the clerk of the local authority.

Notice to be given on recovery of a patient.

(2.) The notice shall state that unless the patient is removed within seven days from the date of the notice he will be discharged.

(3.) In case the patient is not removed within seven days from the date of the notice he shall be forthwith discharged.

Inquiry into Cause of Death.

Coroner to inquire into death if necessary.

84.—Every coroner shall upon receiving notice of the death of a lunatic within his district, if he considers that any reasonable suspicion attends the cause and circumstances of the death, summon a jury to inquire into the same.

The general order of the Local Government Board, dated November 3rd, 1900, directs that within forty-eight hours after the death of a lunatic in a poor law institution notice of such death shall be sent by the superintending officer to the coroner of the district in which the institution is situated, together with a statement of certain particulars.

The expression “superintending officer” means in the case of a workhouse the master; in the case of a workhouse infirmary the superintendent, or where there is no superintendent, the steward. (See p. 116.)

Escape and Recapture.

Escape and recapture.

85.—If any person detained as a lunatic under this Act escapes, he may, without a fresh order and certificate or certificates, be retaken at any time within fourteen days after his escape by the manager of the institution for lunatics or the master of the workhouse in which he was detained, or any officer or servant thereof respectively, or by the person in whose charge he was as a single patient, or by anyone authorised in writing by such manager, master or person.

See also s. 55 (8), *ante*, as to a person allowed to be absent on trial for any period not returning at the expiration thereof.

PART IV.

POWER OF COUNTY COURT JUDGE.

Power to deal with property of small amount.

132.—(1.) Where a reception order is made in the case of a lunatic the value of whose real and personal property is under two hundred pounds, and no relative or friend of the lunatic is willing to undertake the management of such property, any judge of county courts having jurisdiction in the place from which the lunatic is sent may, upon the application of the clerk of the guardians, or a relieving officer of the union from which the lunatic is sent, authorise the clerk or relieving officer, or such other person as the judge by his order appoints, to take possession of and sell and realise the real and personal property of the lunatic, and to exercise all the powers which could be exercised by the legal personal representative of the lunatic if he were dead; and the receipt of

the person so authorised shall be a valid discharge to any person who pays any money or delivers any property of the lunatic to such person.

(2.) The judge by whom such order is made may, by the same or any subsequent orders, give such directions as he thinks fit as to the application of the property of the lunatic for his benefit or in re-imbursement of such sums as may have been or may be expended by the guardians of the union for his care or relief, or of the costs or expenses incurred in relation to the lunatic by such guardians, or by the person acting under any such order as aforesaid, or the judge may, if he thinks fit, order that the whole or any part of the proceeds of the lunatic's property be paid into the county court to the credit of an account intituled in the matter of such lunatic, and any sum so paid into court may either be invested in the manner provided by the county court rules in force for the time being, or be paid out of court from time to time to such person as the judge directs, to be held and applied for the benefit of such lunatic, or in or towards such re-imbursement as aforesaid, in such manner as the judge directs.

(3.) The person acting under any such order shall render an account of his dealings with the lunatic's property to the judge by whom such order was made in such manner as the judge appoints.

PART VII.

VISITS TO PAUPERS IN CERTAIN CASES.

201.—(1.) A medical practitioner appointed by the guardians of a union, and also the guardians of any union, shall be permitted, whenever they see fit, between eight in the morning and six in the evening, to visit and examine any pauper lunatic chargeable to the union confined in any institution for lunatics, unless the medical officer of the institution delivers to the person or persons intending to make the visit a statement signed by him certifying that for the reasons set forth in the statement the visit would be injurious to the lunatic.

Visits to
paupers in
institutions
for lunatics

(2.) The medical officer shall forthwith enter in the medical journal the reasons set forth in the statement, and shall sign the entry.

The Poor Law Board in their circular letter to guardians of December 15th, 1862, expressed the opinion that for the purposes of such a visit and examination as is contemplated by this section a committee of three, or at the most five, guardians would be sufficient.

Visits to
pauper
lunatics not
in an institu-
tion for
lunatics.

202.—(1.) Every pauper lunatic not in an institution for lunatics shall once in every quarter of a year (reckoning the several quarters as ending on the thirty-first of March, the thirtieth of June, the thirtieth of September and the thirty-first of December) be visited, if not resident in a workhouse, by the medical officer of the union or district in which the lunatic is resident, and, if resident in a workhouse, by the medical officer of the workhouse.

(2.) The guardians of every union shall from time to time furnish to every medical officer of the union forms for the prescribed returns relating to pauper lunatics not in an institution for lunatics.

Rule 32 of the rules made by the Commissioners on June 26th, 1895, relates to these returns, and prescribes the forms in which they are to be made. (See p. 719.)

(3.) Where a pauper lunatic has, by order of the visiting committee, been delivered over to the custody of a relative or friend to whom an allowance is made for the maintenance of the lunatic, the medical officer of the union or district in which the lunatic resides shall, within three days after each quarterly visit, send to the visiting committee a report stating whether in his opinion the lunatic is properly taken care of, and may properly remain out of an asylum.

See s. 57, *ante*.

(4.) Each medical officer shall be paid two shillings and sixpence for each quarterly visit to a pauper [lunatic] not in a workhouse, and in addition two shillings and sixpence for every report sent to a visiting committee under this section, and those sums shall be paid by the same persons and be charged to the same account as the relief of the pauper.

(5.) Nothing in this section shall relieve any medical officer from any obligation under this Act to give notice to a relieving officer or overseer when it appears to such medical officer that a pauper lunatic ought to be sent to an asylum.

Visitation of
workhouses.

203.—Any one or more of the Commissioners shall, on such day or days, and at such hours in the day, and for such length of time as he or they may think fit, visit all such workhouses in which there is or is alleged to be any lunatic, as the Commissioners by any resolution direct, and shall inquire whether the provisions of the law have been carried out, and also as to the dietary, accommodation and treatment of the lunatics, and shall report in writing thereon to the Commissioners, and the Commissioners shall forward a copy of every such report to the Local Government Board.

PART X.

EXPENSES OF PAUPER LUNATICS.

Weekly Expenses.

283.—(1.) Every visiting committee shall fix a weekly sum, not exceeding fourteen shillings, for the expenses of maintenance and other expenses of each pauper lunatic in the asylum, and of such amount that the total of such weekly sums shall be sufficient to defray such expenses and also the salaries of the officers and attendants of the asylum, and such weekly sum may from time to time be altered.

Weekly sum
to be fixed.

Section 287 defines “expenses of maintenance” as the “reasonable charges of lodging, maintenance, medicine, clothing and care.”

(2.) If fourteen shillings, a week is found insufficient for the purposes aforesaid, the local authority to whom the asylum belongs may by order direct such addition to be made to the weekly sum as to the local authority seems necessary, and every such order shall be signed by the clerk of the local authority, and forthwith published in a local newspaper.

(3.) A committee may fix a greater weekly sum, not exceeding fourteen shillings, to be charged in respect of pauper lunatics other than those sent from or settled in a parish or place within the county or borough to which the asylum belongs.

In the case of *Fitch v. Bermondsey Guardians* the Divisional Court of the King's Bench Division on July 13th, 1904, upheld the decision of his Honour Judge Rentoul, K.C., of the City of London Court, that the visiting committee of a pauper lunatic asylum may not, under s. 283, fix a greater weekly sum in respect of pauper lunatics sent from or settled in parishes and places outside the county or borough to which the asylum belongs than fourteen shillings in all. The decision was subsequently confirmed by the Court of Appeal.

(4.) Any excess created by the payment of such greater weekly sum may, if the visiting committee think fit, be paid over to a building and repair fund, to be applied by the committee to the altering, repairing or improving the asylum, and the committee shall annually submit to the local authority a detailed statement of the manner in which such fund has been expended.

284.—Where there is more than one asylum under the management and control of a visiting committee, the committee may, subject to any direction given by the local authority, provide that a uniform charge shall be made for the maintenance of lunatics in the several asylums, and that for that purpose any surplus arising on

Uniform
charge where
more than one
asylum.

the accounts of one asylum shall be applied to meet the deficit arising on the accounts of another asylum.

In Lancashire the county lunatic asylums are under the control of an asylums board, whose appointment and powers are regulated by 54 Vict. c. 20, and 2 Edw. 7, c. 56.

Medical Fees and Other Expenses.

Payment of
medical fees
and other
expenses.

285.—(1.) Whenever a justice directs a lunatic or alleged lunatic, whether a pauper or not, to be examined by a medical practitioner under the provisions of this Act, the justice directing the examination, or any other justice having jurisdiction in the place where the examination took place, may make an order upon the guardians of the union named in the order for payment of such reasonable remuneration to the medical practitioner, and of all such other reasonable expenses in and about the examination and the inquiry, whether an order for the reception of the alleged lunatic in an institution for lunatics or workhouse ought to be made, and also, if an order is made, for payment of such reasonable expenses of carrying the order into effect as the justice thinks proper.

(2.) The guardians upon whom an order is made under this section may recover any sums paid thereunder against the lunatic or alleged lunatic and his estate, and the person or authority legally liable for his maintenance as in the case of orders for maintenance under this Act.

See s. 295 as to payment without an order.

Liability for Expenses of Maintenance.

Chargeability
of pauper
lunatics.

286.—(1.) Where a pauper lunatic is sent to an institution for lunatics, or where a lunatic in an institution for lunatics becomes a pauper, he shall be deemed to be chargeable to the union from which he was sent, until it has been established, as by this Act provided [ss. 288, 289 and 290] that the lunatic is settled in some other union, or that it cannot be ascertained in what union the lunatic was settled, and the manager of the institution shall forthwith give to the authority liable for his maintenance notice that the lunatic has become destitute.

The words “becomes a pauper” must apparently be read as equivalent to “becomes chargeable,” but “chargeable” does not necessarily involve that the guardians have accepted the charge, or that an order has been made imposing the chargeability. Practically the expression means “becomes destitute.”

54 & 55 Vict.
c. 65.

Removal of
lunatic

The course to be taken if it is desired that the lunatic should be removed from the institution is laid down in s. 19 of the Lunacy Act, 1891, as follows:—

“(1.) Where a lunatic in a hospital or licensed house becomes a pauper, the manager of the hospital or house may, after having given notice to the authority

liable for the maintenance of the lunatic of his intention so to do, apply to a justice of the peace having jurisdiction in the place where the hospital or house is situate for an order for the removal of the lunatic, and such justice may, if he thinks fit, make an order for the removal of the lunatic to an institution for lunatics to which pauper lunatics for whose maintenance the authority is liable may legally be sent, and for the reception of the lunatic therein, and such institution shall be named in the order, and the manager of the hospital or house shall forthwith cause the lunatic to be removed to the institution named in the order. In the case of such removal the original reception order shall remain in force, and shall authorise the classification of the lunatic as a pauper lunatic in the institution to which he is removed.

“(2.) The costs of obtaining an order under this section and of the removal of the lunatic shall be repaid to the manager who obtains the order by the authority liable for the maintenance of the lunatic, and any justice having jurisdiction in the place where the hospital or house from which the lunatic was removed is situate shall have power to fix the amount of such costs and to order such authority to repay the same. The provisions of s. 314 of the principal Act shall apply to every such order for the repayment of costs.”

By the Local Government Act, 1888 (51 & 52 Vict. c. 41), s. 24 (2) (f.), the council of every county “shall pay to the guardians of every poor law union wholly or partly in the county a sum equal to four shillings a week for each pauper lunatic chargeable to that union, and maintained in an asylum, registered hospital or licensed house, for whom the net charge upon the guardians, after deducting any amount received by them for the maintenance of such lunatic from any source other than local rates, is equal to or exceeds four shillings a week throughout the period of maintenance for which the sum is so paid;” and by clause (g.) a similar payment is to be made to the council of each borough to which the maintenance of any pauper lunatic is chargeable.

By s. 57 (3) of the Lunacy Act, 1890, for the purposes of the above subsection (24 (2) (f.)) “a lunatic boarded out by the authorities of any asylum shall be deemed to be a lunatic maintained in an asylum”; and by s. 26 (2) every lunatic received into a workhouse under that section “shall, while he remains there, continue a patient on the books of the asylum for the purposes of this Act so far as it relates to lunatics removed to asylums.” (See pp. 706, 701.)

Lunacy Act, 1891, s. 22.—“The provisions of the principal Act for the payment of expenses in relation to pauper lunatics shall be applicable with respect to lunatics in institutions for lunatics who become paupers.” (See s. 283, etc.)

54 & 55 Vict.
c. 65.

(2.) Every pauper lunatic who is chargeable to a union shall, while he resides in an institution for lunatics, be deemed for the purposes of his settlement to be resident in the union to which he is chargeable.

287.—(1.) The justice by whom any pauper lunatic is sent to any institution under this Act, or any two justices of the county or borough in which the institution for lunatics where any pauper is confined is situate, or from any part of which any pauper lunatic has been sent, or any two justices, being visitors of such institution, may make an order upon the guardians of the union to which the lunatic is chargeable, for payment to the treasurer or manager of the institution, of the reasonable charges of the lodging,

Orders for
maintenance
of lunatics.

maintenance, medicine, clothing and care (in this Act referred to as the expenses of maintenance) of such lunatic.

(2.) Any such order may be retrospective or prospective, or partly retrospective and partly prospective.

(3.) An order under this section shall not be subject to appeal.

Sections 288 to 290 provide for inquiry into and adjudication upon the settlement of a pauper lunatic; and that if his settlement cannot be ascertained he may be made chargeable to a borough or county.

Section 291 provides that if a lunatic has been adjudged chargeable to a local authority, and the local authority afterwards procure him to be adjudged to be settled in a union, an order for re-imbursement of expenses may be made upon the guardians of such union, and also for payment of the expenses of the future maintenance of such lunatic.

Orders as to
lunatic
paupers.

292.—(1.) Justices by this Act authorised to make orders for payment of expenses upon guardians of unions, may make such orders, although the union is not within the jurisdiction of the justices.

(2.) Orders as to the settlement or chargeability of pauper lunatics and for payment of expenses may be obtained by the guardians of any union.

Order for
maintenance
to extend to
any place
where the
lunatic is.

The costs
of pauper
lunatics
who are
irremovable.

9 & 10 Vict.
c. 66.

293.—An order for payment of the future expenses of maintenance of a lunatic shall extend to the payment of such expenses to the treasurer or manager of any institution for lunatics to which he is removed or in which he is for the time being confined.

294.—All incidental expenses and expenses of maintenance of a lunatic removed to an institution for lunatics who would at the time of his removal have been exempt from removal to the parish of his settlement or the country of his birth by reason of some provision of the Poor Removal Act, 1846, as amended by subsequent Acts, shall be paid by the guardians of the union wherein the lunatic has acquired such exemption, and no order shall be made in respect of such lunatic under any provision contained in this or any other Act upon the guardians of the union in which the lunatic is settled while the above-mentioned expenses are to be paid and charged as herein provided.

As to the Poor Removal Act, 1846, and amending Acts, see p. 739, *et seq.*

Charges may
be paid with-
out orders
of justices.

295.—The guardians upon whom an order might be made under this Act for the payment of any money may pay the same without an order, and may charge the same to such account as they could have done if an order had been made.

The liability
of relations
of pauper not
to be affected.

296.—The liability of any relation or person to maintain any lunatic shall not be taken away or affected, where such lunatic is sent to or confined in any institution for lunatics, by any provision herein contained concerning the maintenance of such lunatic.

See under "Maintenance by Relatives," etc., p. 723.

297.—The necessary expenses attending the removal, discharge or burial of a pauper lunatic in any institution for lunatics, shall be borne by the union to which the lunatic is chargeable, or the local authority liable for his maintenance, and shall be paid by the guardians of the union or by the treasurer of the local authority.

Expenses of removal, discharge and burial.

298.—The provisions of this Act for the payment of expenses in relation to pauper lunatics shall be applicable with respect to persons confined as pauper lunatics sent to any institution for lunatics under any Act authorising their reception therein as pauper lunatics, and (save as herein otherwise provided concerning any lunatic who shall appear to have any real or personal property applicable to his maintenance) with respect to all other lunatics sent to any institution for lunatics under any order of a justice or justices made before the commencement of this Act, or under a summary reception order made by a justice under this Act, or under an order made by two or more Commissioners before or after the commencement of this Act, as if such last-mentioned lunatics were at the time of being so sent actually chargeable to the union from which they are sent.

Provisions of Act as to expenses to extend to pauper lunatics sent to asylums under any other Act.

See s. 22 of Lunacy Act, 1891, at p. 715, *ante*.

Application of Lunatic's Property.

299.—(1.) If it appears to any justice that a lunatic, chargeable to any union, or local authority, has any real or personal property more than sufficient to maintain his family, if any, such justice may by order direct a relieving officer of the union, or the treasurer or some other officer of the local authority, to seize so much of any money, and to seize and sell so much of any other personal property of the lunatic, and to receive so much of the rents of any land of the lunatic as the justice may think sufficient to pay the expenses of maintenance and incidental expenses respectively incurred or to be incurred in relation to the lunatic.

Power to recover expenses against lunatic's estate.

The expression "expenses of maintenance" is defined in s. 287 (1).

"Incidental expenses" are, according to s. 289, "the expenses incurred in or about the examination of the lunatic and the bringing him before a justice or justices, and his removal and conveyance to or from any institution for lunatics."

As to the power of guardians to appropriate money belonging to a pauper and reimburse themselves for the amount expended in his maintenance, etc., see s. 16 of the Poor Law Amendment Act, 1849, at p. 19.

12 & 13 Vict. c. 103.

(2.) If any trustee, or the bank, or any other society or person having possession of any property of a lunatic, shall pay or deliver to a relieving officer of a union, or to the treasurer or other officer of the local authority to which respectively a lunatic is chargeable,

any money or other property of the lunatic, to repay the charges in this section mentioned, whether pursuant to an order under this section, or without an order, the receipt of such relieving officer, treasurer or officer shall be a good discharge.

See 39 & 40 Vict. c. 61, s. 23, and the amending Act, 42 Vict. c. 12, pp. 728 and 729.

Order by
county court
judge.

300.—An order may be made by a judge of county courts upon an application by the guardians of any union for payment of the expenses incurred by them under this Act in relation to a lunatic, and such order may be enforced against any property of the lunatic in the same way as a judgment of the county court.

Sections 301 to 314 relate to appeals by guardians and others against orders under Part X., and the recovery of expenses.

PART XI.

PENALTIES, MISDEMEANORS, AND PROCEEDINGS.

Sections 315 to 324 declare certain offences to be misdemeanors, such as the illegal reception and detention of lunatics—the neglect to send certain notices—making wilful mis-statements—or false entries—and the omission to give notice to the coroner within the prescribed time of the death of a lunatic being a single patient; and impose penalties for non-compliance with the Act and rules made thereunder—obstruction of visitors in the exercise of their powers—ill-treatment of lunatics—permitting, assisting or conniving at their escape, and abuse of a female lunatic.

Sections 325 to 332 relate to proceedings under the Act.

PART XII.

MISCELLANEOUS PROVISIONS, DEFINITIONS, REPEAL.

Power to
make rules.

338.—(1.) It shall be lawful for the Commissioners, with the approval of the Lord Chancellor, by rules, to prescribe the books to be kept in institutions for lunatics and houses for single patients, and the entries to be made therein, and the returns, reports, extracts, copies, statements, notices, plans, documents and information to be sent to the Commissioners or any authority or person, and the persons by whom, the times within which, and the manner in which such entries, returns, reports, extracts, copies, statements, notices, plans, documents and information are to be made and sent; and also by rules to prescribe forms for the purposes aforesaid in addition to or in substitution for any forms now in use.

Rules under the foregoing sub-section were made on June 26th, and came into force on September 1st, 1895, in substitution for those of March 29th, 1890.

Copies of such of the rules and of the forms referred to in them as concern

guardians and their officers were circulated by the Local Government Board, and are appended:—

RULES MADE BY THE COMMISSIONERS IN LUNACY, ON JUNE 26TH,
1895, WITH THE APPROVAL OF THE LORD CHANCELLOR.

5. The Register of Mechanical Restraint shall be in the Form 5 in the schedule, and at the beginning of it a printed copy of the regulation made by the Commissioners in Lunacy as to mechanical restraint shall be inserted [p. 704].

* * * * *

FORM 5.—REGISTER OF MECHANICAL RESTRAINT.

Date.	Names of Patients.		Means of Restraint employed.	Duration in Hours.	Certificate of Medical Superintendent or Medical Attendant, stating grounds upon which the Restraint was employed.
	Male.	Female.			
					<p>I certify that Restraint was employed in this case on the following grounds:—</p> <p>(Signed) <i>Medical Superintendent or Medical Attendant.</i></p>

32.—(1.) In the case of pauper lunatics not in an institution for lunatics, the medical officer of every district of a union and of every workhouse shall, within seven days after every thirty-first of March, thirtieth of June, thirtieth of September and 31st of December, make a return of all such lunatics visited by him during the preceding quarter; or if there were no such lunatics within the district or workhouse of which he is medical officer, shall make a return to that effect.

Quarterly
return of
pauper
lunatics not
in an institu-
tion for
lunatics.

(2.) Such returns shall be in the forms 24 and 25 in the schedule, and shall, within the time aforesaid, be delivered or sent to the clerk to the guardians of the union to which the return relates.

[Section 202.]

FORM 24.

County of _____
 Union [*or* parish] of _____
 District of _____

QUARTERLY LIST OF LUNATIC PAUPERS within the district of union
of [or the parish of], in the county or borough of ,
not in any asylum, hospital or licensed house.

[illegible]

I declare that I have personally examined the several persons whose names are specified in the above list on the days set opposite their names; and I certify, first, with respect to those appearing by the above list to be in the workhouse, that the accommodation in the workhouse is sufficient for their reception, and that they are all [or, all except] proper patients to be kept in the workhouse; and, secondly, with respect to those appearing by the above list to be resident elsewhere than in the workhouse, that they are all [or, all except] properly taken care of, and may properly remain out of an asylum.

I declare that the persons in the above list are, to the best of my knowledge, the only pauper lunatics in the district of the union of [or in the parish of] who are not in an asylum, hospital or licensed house.

(Signed) A. B.
Medical Officer of the District of the
Union [or Parish] of

Dated the day of .

FORM 25.

County of
Union [or parish] of
District of

I declare that to the best of my belief there has not, during the quarter ending the day of , been any pauper lunatic residing in the district of the union of [or in the parish of], who is not in an asylum, hospital or licensed house.

(Signed)
Medical Officer.

Dated the day of .

(3.) The clerk receiving the return shall, within two clear days after receipt thereof, make a copy thereof, and shall, within the same period, send the return to the Commissioners, and the copy to the clerk to the committee of visitors of the asylum for the county or borough in which the union for which he is clerk is wholly or partly situate.

Annual return by clerks to boards of guardians.

33.—The clerk of the board of guardians of every union shall, on the first of January in every year, or as soon after as possible, make out and sign a complete list or lists in the form 26 in the schedule, made up to that date, of all lunatics chargeable to the union, giving, when necessary, in a separate sheet, a list of the lunatics chargeable to each part of the union which is situate in the area of a different local authority, as defined by the Lunacy Act, 1890, s. 240; and shall, on or before the first of February following, send copies of the lists to the following authorities—

- (a.) The Local Government Board.
- (b.) The Commissioners;
- (c.) The committee of visitors of the asylum of the county or borough, or each county or borough, in which the union is wholly or partly situate;
- (d.) The clerk of the local authority within the area whereof the union is wholly or partly situate, to be laid before the local authority.

FORM 26.—FORM OF ANNUAL RETURN.

A TRUE LIST OF ALL LUNATICS chargeable on the 1st January to the union of [or parish of] or to such part thereof respectively as is situate (i.e. having their place of settlement) within the administrative

county of _____ or the county borough of _____ or the borough (within the meaning of or as modified by Lunacy Act, 1890, ss. 240, 246, schedule IV., and Lunacy Act, 1891, s. 13, and schedule) of _____, specifying the names, sex and age of each, and where detained or residing.

N.B.—A separate sheet should be used for each part of the Union or Parish which is situate in a different County or Borough.

Name.	Age.	Sex.	Where maintained.				Weekly Cost of Maintenance and Clothing.	Observations.
			In any and what County or Borough Asylum, including Patients out on Trial, but excluding those Boarded out.	Boarded out with Relatives or Friends under the Lunacy Act, 1890, s. 57.	In any, and what, Hospital or Licensed House, including Patients out on Trial or Leave.	In the Work-house.	Residing with Relatives, or others where, and with whom, by Name.	

Signed by me the _____ day of _____ .
A. B.
Clerk to the Board of Guardians of the said Union.

34.—All entries to be made under these rules shall be made in a manner so clear and distinct as to admit of being easily referred to and extracted whenever the Commissioners shall so require, and all notices shall be sent on white paper of foolscap size.

Entries and returns to be clear and distinct.

* * * * *

43.—These rules shall come into operation on the first day of September, one thousand eight hundred and ninety-five, on which day the rules of March 29th, 1890, shall cease to have effect.

339.—Subject to rules made under this Act, the forms in the second schedule may be used, wherever applicable, with such modifications as circumstances may require, and if used, shall be deemed to be sufficient.

Forms 1 to 22.

Such of these forms as appear applicable are inserted or referred to in connection with the sections prescribing their use.

340.—(1.) Save as in this Act otherwise expressly provided, this Act shall not extend to criminal lunatics.

Savings as to criminal lunatics, etc.

49 & 50 Vict.
c. 25.

(2.) This Act shall not affect the provisions of the Idiots Act, 1886.

Of the definitions the following relate to terms used in the sections which have been quoted :—

341.—In this Act, if not inconsistent with the context,—

“Asylum” means an asylum for lunatics provided by a county or borough, or by a union of counties or boroughs.

“The Bank” means the governor and company of the Bank of England.

“Clerk,” in relation to a local authority, means, where the local authority is a county council, the clerk of the council, and where the local authority is a borough council, the town clerk of the borough.

“Commissioners” means the Commissioners in Lunacy.

“County,” for the purposes of the powers exercisable by justices of a county, does not include a county of a city or county of a town (except the City of London), but includes any county, riding, division, part or liberty of a county having a separate court of quarter sessions.

51 & 52 Vict.
c. 41.

“County borough” has the same meaning as in the Local Government Act, 1888.

47 & 48 Vict.
c. 64.

“Criminal lunatic” has the same meaning as in the Criminal Lunatics Act, 1884.

“District asylum” means an asylum provided by two or more counties in union, or by any county or counties in union with any borough or boroughs.

4 & 5 Will. 4,
c. 76.

“Guardians” means guardians appointed under the Poor Law Amendment Act, 1834, and the Acts amending the same, and includes guardians or other body of persons performing under any local Act the like functions as guardians under the Poor Law Amendment Act, 1834.

“Hospital” means any hospital or part of a hospital or other house or institution (not being an asylum) wherein lunatics are received and supported wholly or partly by voluntary contributions, or by any charitable bequest or gift, or by applying the excess of payments of some patients for or towards the support, provision or benefit of other patients.

“Institution for lunatics” means an asylum, hospital or licensed house.

“Lunatic” means an idiot or person of unsound mind.

“Magistrate” means a stipendiary magistrate and any magistrate appointed to act at any of the police courts of the metropolis.

- “Manager,” in relation to an institution for lunatics, means the superintendent of an asylum, the resident medical officer or superintendent of a hospital, and the resident licensee of a licensed house.
- “Medical officer” means, in the case of an asylum, the medical superintendent, or if the superintendent is not a medical practitioner the resident medical officer of the asylum; in the case of a hospital the superintendent; and in the case of a licensed house the resident medical practitioner, or if none the medical practitioner who visits the house as the medical attendant thereof.
- “Medical practitioner” means a medical practitioner duly registered under the Medical Act, 1858, and the Acts amending the same, and the Medical Act, 1886. 21 & 22 Vict.
c. 90.
49 & 50 Vict.
c. 48.
- “Pauper” means a person wholly or partly chargeable to a union, county or borough.
- “Prescribed” means prescribed by this Act or by any rules under this Act.
- “Private patient” means a patient who is not a pauper.
- “Reception order” means an order or authority made or given before or after the commencement of this Act for the reception of a lunatic, whether a pauper or not, in an institution for lunatics or as a single patient, and includes an urgency order.
- “Visiting committee” means a committee of visitors of an asylum appointed under this Act.
- “Workhouse” includes an asylum provided for reception and relief of the insane under the Metropolitan Poor Act, 1867, and the managers of every such asylum shall exercise the powers and perform the duties by this Act conferred and imposed upon the guardians of the union to which a workhouse belongs. [30 Vict. c. 6.]

MAINTENANCE BY RELATIVES, SOLDIERS OR SAILORS, AND RECOVERY OF RELIEF FROM THEM, OR FROM FRIENDLY SOCIETIES.

SUMMARY.

- Poor to be maintained by their parents or children (Poor Relief Act, 1601, s. 6). 43 Eliz. c. 2.
- Wilfully refusing or neglecting to maintain himself or family when of ability (Vagrancy Act, 1824, s. 3). 5 Geo. 4, c. 83.
- Running away and leaving wife or child chargeable (*ibid.*, s. 4).

4 & 5 Will. 4,
c. 76.

Poor persons liable for relief to wife or children (Poor Law Amendment Act, 1834, s. 56).

Husband liable to maintain children of wife born before marriage (*ibid.*, s. 57).

Mother of illegitimate children bound to maintain same (*ibid.*, s. 71).

11 & 12 Vict.
c. 110.

Guardians may obtain orders of maintenance in like manner as churchwardens, etc. (Poor Law Amendment Act, 1848, s. 8).

13 & 14 Vict.
c. 101.

Maintenance by husband of lunatic wife maintained in asylum (Poor Law Amendment Act, 1850, s. 5).

31 & 32 Vict.
c. 122.

Order in petty sessions upon husband to maintain wife (Poor Law Amendment Act, 1868, s. 33).

39 & 40 Vict.
c. 61.

Trustees may pay cost of pauper's relief out of annuity payable to such pauper (Divided Parishes and Poor Law Amendment Act, 1876, s. 23).

Recovery of costs by guardians of a parish (*ibid.*, s. 25).

42 Vict. c. 12.

Provisions of 39 & 40 Vict. c. 61, s. 23, not to apply to moneys to which a pauper or pauper lunatic may be entitled as a member of a friendly or benefit society (Poor Law Amendment Act, 1879).

44 & 45 Vict.
c. 58.

Liability of soldier to maintain wife and children (Army Act, 1881, s. 145).

45 & 46 Vict.
c. 75.

Married woman having separate property liable to maintain husband and children (Married Women's Property Act, 1882, ss. 20, 21).

57 & 58 Vict.
c. 60.

Relief to seamen's families chargeable on proportion of wages (Merchant Shipping Act, 1894, ss. 182, 183).

57 & 58 Vict.
c. 25.

Out-door relief to members of friendly societies: Discretion of guardians as to considering amount received by such members, (Out-door Relief Friendly Societies Act, 1894).

4 Edw. 7,
c. 32.
29 & 30 Vict.
c. 118.
4 Edw. 7,
c. 15.

Limitation of such discretion as regards sick pay (Out-door Relief Friendly Societies Act, 1904).

See also s. 39 of the Industrial Schools Act, 1866, p. 677, and s. 7 (2) of the Prevention of Cruelty to Children Act, 1904, p. 652.

The liability to maintain relatives may be thus summarised:—

(1.) A husband is bound to maintain his wife.

(2.) Parents, including widows, are bound to maintain—

(a.) Children under 16 years of age.

(b.) Children over 16 years of age who are unable to work through sickness or other cause.

(3.) Grandparents are bound to maintain their grandchildren until 16 years of age.

(4.) A step-father is bound to maintain the children belonging to his wife at the time of marriage (whether legitimate or illegitimate) until such children attain the age of 16 years. Should the mother die the liability of the step-father then ceases.

- (5.) Married women *having a separate estate* are bound to maintain—
 - (a.) Husband.
 - (b.) Children under 16.
 - (c.) Grandchildren.
- (6.) Single women are bound to maintain their illegitimate children.
- (7.) Legitimate children are bound to maintain their parents when unable to work through sickness or other cause.
- (8.) No person is legally bound to maintain his brother or sister.
- (9.) Grandchildren are not bound to maintain their grandparents.

And Mr. R. A. Leach, in a paper read before the North-Western Poor Law Conference in 1905, points out that the law leaves the following relatives free from liability—

- (1.) The grandchild in respect of the grandparent.
- (2.) The married woman during coverture, estate or no estate, in respect of her parent.
- (3.) The illegitimate child in respect of the mother.
- (4.) Brothers and sisters in respect of each other.
- (5.) All relations acquired by marriage save the father in respect of step-children, under the Poor Law Amendment Act, 1834, or the Prevention of Cruelty to Children Act, 1904.

4 & 5 Will. 4,
c. 76.
4 Edw. 7,
c. 15.

And also that—

Where the guardians of the poor are entitled to proceed for maintenance, there must be (1) actual chargeability to the rates of the pauper; (2) the pauper must not only be chargeable, but unable to work—the parent cannot be made to keep an able-bodied offspring, nor can the offspring be made to keep a parent who is not past work—and (3) sufficient ability on the part of the person proceeded against to afford maintenance. What is “sufficient ability” is a matter left to the absolute discretion of the justices in petty sessions.

43 *Eliz. c. 2, s. 6* (*An Act for the Relief of the Poor*).—And be it further enacted that the father and grandfather, and the mother and grandmother, and the children of every poor, old, blind, lame and impotent person not able to work, being of a sufficient ability, shall at their own charges relieve and maintain every such poor person. . . .

Poor shall be maintained by their parents or children.

The word “children” does not include “grandchildren,” and a grandchild is therefore not liable for the maintenance of his grandfather. *Maund, app., Mason, resp., L. R. 9 Q. B. 254. (Glen’s Poor Law Statutes, Vol. III., p. 188.)*

The latter part of the clause enabling maintenance orders to be made by justices of the peace of that county where such sufficient persons dwell at their general quarter sessions was amended by the Poor Law Relief Act, 1819, s. 26, which enabled such orders to be made in petty sessions by any two or more justices of the peace “for the county or other jurisdiction in which any such sufficient person shall dwell,” gave to orders so made the like force and effect as if made in general quarter sessions, and made the disobedience thereof punishable in like manner.

59 Geo. 3,
c. 12.

The Poor Law Amendment Act, 1868, by s. 36 repeals so much of 43 *Eliz. c. 2* and of 59 *Geo. 3, c. 12* “as enables orders of maintenance to be made by the justices having jurisdiction in the place where the persons upon whom they are to be made dwell, and as prescribes the penalty for disobedience,” and also s. 78

31 & 32 Vict.
c. 122.

of 4 & 5 Will. 4, c. 76 (which dealt with the recovery of sums payable under 43 Eliz. c. 2, by relations of poor persons) and enacts that "such orders shall be made by the justices in petty sessions assembled at their usual place of meeting, having jurisdiction in the union or parish to which the poor person in whose behalf the same shall be sought to be made shall be chargeable, and shall be enforced in the manner prescribed by the said Act," 11 & 12 Vict. c. 43, "for enforcing orders of justices."

5 Geo. 4, c. 83.

The Vagrancy Act, 1824, s. 3.—Every person being able wholly or in part to maintain himself or herself, or his or her family, by work or by other means, and wilfully refusing or neglecting to do so, by which refusal or neglect he or she, or any of his or her family whom he may be legally bound to maintain, shall have become chargeable to any parish, township or place, . . . shall be deemed an idle and disorderly person.

[Penalty, hard labour in the house of correction for not exceeding one calendar month.]

Sect. 4.—Every person running away and leaving his wife or his or her child or children, chargeable, or whereby she or they, or any of them, shall become chargeable to any parish, township or place, . . . shall be deemed a rogue and vagabond.

[Penalty, hard labour in the house of correction for not exceeding three calendar months.]

4 & 5 Will. 4,
c. 76.

Poor persons
liable for
relief to wife
or children.

Poor Law Amendment Act, 1834, s. 56.—From and after the passing of this Act all relief given to or on account of the wife, or to or on account of any child or children under the age of sixteen, not being blind or deaf and dumb, shall be considered as given to the husband of such wife, or to the father of such child or children, as the case may be, and any relief given to or on account of any child or children under the age of sixteen of any widow, shall be considered as given to such widow; . . .

Husband
liable to
maintain
children of
wife born be-
fore marriage.

Sect. 57.—Every man who from and after the passing of this Act shall marry a woman having a child or children at the time of such marriage, whether such child or children be legitimate or illegitimate, shall be liable to maintain such child or children as a part of his family, and shall be chargeable with all relief, or the cost price thereof, granted to or on account of such child or children until such child or children shall respectively attain the age of sixteen, or until the death of the mother of such child or children; and such child or children shall, for the purposes of this Act, be deemed a part of such husband's family accordingly.

Mother of
illegitimate
children
bound to
maintain
same.

Sect. 71.—Every child which shall be born a bastard after the passing of this Act shall have and follow the settlement of the mother of such child until such child shall attain the age of sixteen

or shall acquire a settlement in its own right, and such mother, so long as she shall be unmarried or a widow, shall be bound to maintain such child as a part of her family until such child shall attain the age of sixteen ; and all relief granted to such child while under the age of sixteen shall be considered as granted to such mother : Provided always, that such liability of such mother as aforesaid shall cease on the marriage of such child if a female.

Poor Law Amendment Act, 1848, s. 8.—The guardians of any union shall be entitled to obtain orders of maintenance upon the relations liable under any statute now in force to maintain any poor person whose relief would be chargeable to the common fund of the union in like manner as the churchwardens and overseers of any parish can now obtain the same, . . .

11 & 12 Vict.
c. 110.
Guardians
may obtain
orders of
maintenance
in like
manner as
church-
wardens, etc.

See also s. 25 of the Poor Law Amendment Act, 1879, p. 729.

Poor Law Amendment Act, 1850, s. 5.—Where any married woman being lunatic shall be duly removed to any asylum, licensed house or registered hospital under any of the statutes in such behalf, any two justices having jurisdiction in the place wherein the husband of such lunatic shall dwell, upon application by or on behalf of the guardians of the union or of the parish having a separate board of guardians, or the overseers of the parish, to which union or parish respectively such lunatic shall be or become chargeable, may summon such husband to appear before them to show cause why an order should not be made upon him to maintain or contribute towards the maintenance of his wife in such asylum, licensed house or registered hospital ; and upon his appearance, or in the event of his not appearing upon proof of due service of such summons upon him, such justices may (if they think fit) make an order upon him to pay such sum, weekly or otherwise, for or towards the cost of the maintenance of such lunatic as after consideration of all the circumstances of the case shall appear to them to be proper, and determine in such order how and to whom the payments shall from time to time be made, which order shall, if the payments required by it to be made be in arrear, be enforced in the manner prescribed by 11 & 12 Vict. c. 43.

13 & 14 Vict.
c. 101.
Maintenance
of lunatic
married
woman main-
tained in
asylum.

Poor Law Amendment Act, 1868, s. 33.—When a married woman requires relief without her husband, the guardians of the union or parish, or the overseers of the parish, as the case may be, to which she becomes chargeable, may apply to the justices having jurisdiction in such union or parish in petty sessions assembled, and thereupon such justices may summon such husband to appear before them to show cause why an order should not be made upon him to maintain his wife ; and upon his appearance, or, in the event of

31 & 32 Vict.
c. 122.
Order may be
made in petty
sessions upon
husband to
maintain his
wife.

his not appearing, upon proof of due service of such summons upon him, such justices may, after hearing such wife upon oath, or receiving such other evidence as they may deem sufficient, make an order upon him to pay such sum, weekly or otherwise, towards the cost of the relief of the wife as, after consideration of all the circumstances of the case, shall appear to them to be proper, and shall determine in such order how and to whom the payments shall from time to time be made; which order shall, if the payments required by it to be made be in arrear, be enforced in the manner prescribed by 11 & 12 Vict. c. 43, for the enforcing of orders of justices requiring the payment of a sum of money: Provided that such order may be at any future time revoked by the justices in petty sessions assembled, if they see sufficient cause for so doing.

39 & 40 Vict.
c. 61.

Trustees may
pay cost of
pauper's relief
out of annuity
payable to
such pauper.

Divided Parishes and Poor Law Amendment Act, 1876, s. 23.—

Where any pauper shall be entitled to any annuity or periodical payment, the trustee or other person bound to make payment of the same to the pauper may from time to time pay to the board of guardians of any union or parish, out of the instalments which have become due, the cost incurred in the relief of such pauper accrued since the last instalment, and such payment shall be a legal discharge to such trustee or other person for so much money as shall have been so paid.

Where the guardians incur any expenses in the relief of a pauper lunatic, being a member of a benefit or friendly society, and as such entitled to receive any payment, they may recover from him, as a debt, or from his executors, administrators or assigns in case of his death, the sum so expended by them as aforesaid, and the managing body of that society, after notice from the clerk to the guardians, served previously to the money being paid over, shall be required to pay the same to such guardians, and shall be exonerated on payment thereof from any further liability.

Where any trustee, manager or other person shall decline to make any payment, the guardians may apply to the justices in petty sessions assembled, and such justices may, if satisfied that it is right under all the circumstances to do so, make an order upon him to pay the requisite amount then due to the guardians at once and to pay from time to time in future as the liability in respect of the relief arises thereafter.

Provided that this clause shall not have effect unless and until the guardians or their relieving officer shall have declared the relief to be given on loan, nor in respect of any relief granted contrary to the rules and orders made under the authority of the statutes in that behalf.

The Poor Law Amendment Act, 1879, s. 1.—The provisions contained in the twenty-third section of the Divided Parishes and Poor Law Amendment Act, 1876, shall not apply to any moneys which a pauper or pauper lunatic, having a wife or other relative dependent upon him for maintenance, may be entitled to receive as a member of any friendly or benefit society, but such moneys shall, subject to any deductions for keeping up his membership required by the rules of such society, or any branch thereof, from which such pauper or pauper lunatic is entitled to receive such monies, be paid or applied by the trustees committee or other officers of such society or branch to or for the maintenance of such wife or relative; and where a pauper or pauper lunatic having no wife or relative so dependent upon him is entitled to any such moneys, no claim shall be made under the said Act [39 & 40 Vict. c. 61] by the guardians of any union or parish upon any such society of which he is a member, or against any branch thereof, for the expenses incurred in his relief, unless and until the guardians or their relieving officer shall have declared the relief to be given on loan, and shall have, within thirty days thereof, notified the same in writing to the secretary or trustees of the society or branch of which the pauper or pauper lunatic is a member, and as such entitled to receive any payment.

42 Vict. c. 12.
The provisions of s. 23 of 39 & 40 Vict. c. 61, not to apply to moneys to which a pauper or pauper lunatic may be entitled as a member of a friendly or benefit society.

Sect. 25.—The board of guardians of a parish may recover the costs of and obtain orders for the maintenance of a pauper in like manner as the guardians of a union can do under the provisions of the 11 & 12 Vict. c. 110.

Recovery of costs by guardians of a parish.

The Army Annual Act, 1881, by section 145, as amended by 45 & 46 Vict. c. 7, s. 4; 46 & 47 Vict. c. 6, s. 7; 54 & 55 Vict. c. 5, s. 7; 62 & 63 Vict. c. 3, s. 4 (1); and 4 Edw. 7, c. 5, s. 8, provides—

44 & 45 Vict. c. 58.

(1.) A soldier of the regular forces shall be liable to contribute to the maintenance of his wife and of his children, and also to the maintenance of any bastard child of which he may be proved to be the father, to the same extent as if he were not a soldier; but execution in respect of any such liability or of any order or decree in respect of such maintenance shall not issue against his person, pay, arms, ammunition, equipments, instruments, regimental necessities or clothing; nor shall he be liable to be punished for the offence of deserting or neglecting to maintain his wife or family, or any member thereof, or of leaving her or them chargeable to any union, parish or place.

Liability of soldier to maintain wife and children.

(2.) When any order or decree is made under any Act or at common law for payment by a man who is or subsequently becomes a soldier of the regular forces, either of the cost of the maintenance

of his wife or child, or of any bastard child of whom he is the putative father, or of the cost of any relief given to his wife or child by way of loan, a copy of such order or decree shall be sent to a Secretary of State or any officer deputed by him for the purpose, and in the case —

(a.) of any such order or decree being so sent; or

(b.) of it appearing to the satisfaction of a Secretary of State or any officer deputed by him for the purpose, that a soldier of the regular forces has deserted or left in destitute circumstances, without reasonable cause, his wife or any of his legitimate children under 14 years of age,

the Secretary of State or officer shall order a portion not exceeding in respect of a wife or children one shilling, and in respect of a bastard child sixpence, of the daily pay of a non-commissioned officer who is not below the rank of sergeant, and not exceeding in respect of a wife or children sixpence, and in respect of a bastard child threepence, of the daily pay of any other soldier, to be deducted from such daily pay, and to be appropriated in liquidation of the sum adjudged to be paid by such order or decree or towards the maintenance of such wife or children, as the case may be, in such manner as the Secretary of State or officer thinks fit.

See circular letters of Local Government Board, September 2nd, 1904, and June 12th, 1906.

The Secretary of State for War has deputed his powers under the foregoing section, so far as regards the home stations, to the brigadier-general in charge of administration in each command in the United Kingdom; to the general officers commanding in London, Jersey and Guernsey districts; and to each general officer commanding a division, brigade, section of the coast defences, or grouped regimental districts. (*Circ. Letter of L. G. Bd., June 12th, 1906.*)

As regards the expression "regular forces," the army reserve force and the militia reserve force become part of the regular forces during the period of their being subject to military law. (Army Annual Act, 1881, s. 190 (8) and (9).)

As to reimbursement of relief to seamen's families, see ss. 182, 183 of the Merchant Shipping Act (57 & 58 Vict. c. 60), *post*, p. 731.

45 & 46 Vict.
c. 75.

Married
woman to be
liable to the
parish for the
maintenance
of her
husband.

31 & 32 Vict.
c. 122.

Married Women's Property Act, 1882, s. 20.—Where in England the husband of any woman having separate property becomes chargeable to any union or parish, the justices having jurisdiction in such union or parish may, in petty sessions assembled, upon application of the guardians of the poor, issue a summons against the wife, and make and enforce such order against her for the maintenance of her husband out of such separate property as by the thirty-third section of the Poor Law Amendment Act, 1868, they may now make and enforce against a

husband for the maintenance of his wife if she becomes chargeable to any union or parish.

Sect. 21.—A married woman having separate property shall be subject to all such liability for the maintenance of her children and grandchildren as the husband is now by law subject to for the maintenance of her children and grandchildren: Provided always, that nothing in this Act shall relieve her husband from any liability imposed upon him by law to maintain her children and grandchildren.

Married woman to be liable to the parish for the maintenance of her children.

Merchant Shipping Act, 1894, s. 182 (1).—Whenever during the absence of any seaman on a voyage, his wife, or any of his children or step-children, becomes chargeable to any union or parish in the United Kingdom, that union or parish shall be entitled to be reimbursed, out of the wages of the seaman earned during the voyage, any sums properly expended during his absence in the maintenance of those members of his family or any of them, so that the sums do not exceed the following proportions of his wages; (that is to say)—

57 & 58 Vict. c. 60.

Relief to seamen's families to be chargeable on a certain proportion of their wages.

(a.) If only one of those members is chargeable, one-half of the wages;

(b.) If two or more of those members are chargeable, two-thirds of the wages.

(2.) If during the absence of the seaman any sums have been paid by the owner of his ship to or on behalf of any such member as aforesaid, under an allotment note made by the seaman in favour of the member, any claim for reimbursement as aforesaid shall be limited to the excess (if any) of the proportion of the wages hereinbefore mentioned over the sums so paid.

As to allotment notes, see ss. 141—144.

Sect. 183.—(1.) For the purpose of obtaining such reimbursement as aforesaid, the board of guardians in a poor law union in England . . . may give to the owner of the ship in which the seaman is serving a notice in writing stating the proportion of the seaman's wages upon which it is intended to make a claim, and requiring the owner to retain such proportion in his hands for a period to be therein mentioned, not exceeding twenty-one days from the time of the seaman's return to his port of discharge, and also requiring the owner immediately on the seaman's return to give notice thereof to the board.

Notice to owner and enforcement of charge.

(2.) The owner, after receiving any such notice, shall retain the said proportion of wages, and give notice of the seaman's return accordingly, and shall likewise give to the seaman notice of the intended claim.

(3.) The board . . . may, upon the seaman's return, apply to a court of summary jurisdiction having jurisdiction in the union or parish for an order for reimbursement; and that court may make a summary order for the reimbursement to the whole extent claimed, or to such lesser amount as the court, under the circumstances, think fit; and the owner shall pay to the board . . . out of the seaman's wages the amount so ordered to be paid by way of reimbursement, and shall pay the residue of the wages to the seaman.

57 & 58 Vict.
c. 25.

Outdoor relief
to members of
friendly
societies.

4 & 5 Will. 4,
c. 76.

Out-door Relief (Friendly Societies) Act, 1894.—Notwithstanding any orders or regulations of the Poor Law Commissioners or the Local Government Board under and by virtue of the Poor Law Amendment Act, 1834, or of any Act amending the said Act, it shall be lawful for any board of guardians, if they think fit, to grant relief out of the poor rates to any person otherwise entitled to such relief, notwithstanding that the said person shall, by reason of his membership of a friendly society, be in receipt of any sum, and in estimating the amount of the relief that shall be granted to such person being a member of a friendly society as aforesaid, it shall be at the discretion of the board of guardians whether they will or will not take into consideration the amount which may be received by him from such friendly society.

4 Edw. 7,
c. 32.

The Out-door Relief (Friendly Societies) Act, 1904, limits the discretion given in the Act of 1894, and enacts, in s. 1 (2): "In granting out-door relief to a member of any friendly society, the board of guardians shall not take into consideration any sum received from such friendly society as sick pay, except in so far as such sum shall exceed five shillings a week."

"It will be observed that the Act of 1894 applies to any sum of which an applicant for relief is in receipt from a friendly society, but that the present statute has relation only to sick pay, and to such pay merely in so far as it does not exceed five shillings a week. Thus, while the guardians, in the administration of out-door relief, will be bound for the future to leave out of account any sick pay that an applicant for relief may be receiving from a friendly society of which he is a member up to a limit of five shillings a week, their discretion as to taking into consideration or not any sick pay so far as it exceeds that limit, or any aid of any other kind which the applicant may receive from a friendly society, will remain uncontrolled as heretofore." (*Circ. Letter of L. G. Bd., September 2nd, 1904.*)

On the subject of "Relief to Members of Friendly Societies," see also the Minute of the Poor Law Commissioners, 6th Report, 1840, Appendix A, No. 2.

REGISTRARS OF BIRTHS AND DEATHS.

Districts to be
formed and
registrars and

The 6 & 7 Will. 4, c. 86, s. 7, as amended by 1 Edw. 7, c. 26, enacts that "the guardians of every union and also of every parish

or place in which a board of guardians shall have been established, shall divide the union or the parish or place of which they are the guardians into such and so many districts as they, subject to the approval of the Registrar-General, shall think fit; and every such division when made shall be published by the guardians within the union, parish or place of which they are guardians, in such manner as the said Registrar-General shall direct; and every such district shall be called by a distinct name, and shall be a registrar's district; and the guardians shall appoint a person with such qualifications as the Registrar-General may by any general rule declare to be necessary, to be registrar of births and deaths within each district, and in every case of vacancy in the office of registrar shall forthwith fill up the vacancy; and the clerk to the guardians of every such union, parish or place shall, if he shall think fit to accept such office, and have such qualifications as the Registrar-General may by any general rule declare to be necessary, be the superintendent registrar thereof; and in the event of his refusal or disqualification to act in that capacity, the guardians shall appoint a person, with such qualifications as the Registrar-General may by any general rule declare to be necessary, to be the superintendent registrar of such union, or of such parish or place, and in every case of vacancy of the office of superintendent registrar shall forthwith fill up the vacancy; and every registrar and superintendent registrar shall hold his office during the pleasure of the Registrar-General."

superintendent registrars to be appointed.

See also other provisions of the same Act, and 1 Vict. c. 22; 7 & 8 Vict. c. 101; 39 & 40 Vict. c. 61, s. 21; 41 & 42 Vict. c. 26, s. 11.

By a general rule which came into operation on October 1st, 1905, the Registrar-General fixed sixty years and fifty years as the maximum ages on appointment of a superintendent registrar and a registrar of births and deaths respectively, and disqualified for either office any person who either within six months or on the day of his appointment had been or was a member of the board of guardians with whom the appointment rested.

RELIGIOUS INSTRUCTION OF PAUPERS.

Poor Law Amendment Act, 1834, s. 19.—No rules, orders or regulations of the said Commissioners, nor any bye-laws at present in force or to be hereafter made, shall oblige any inmate of any workhouse to attend any religious service which may be celebrated in a mode contrary to the religious principles of such inmate, nor shall authorise the education of any child in such workhouse in any religious creed other than that professed by the parents or surviving parent of such child, and to which such parents or parent

4 & 5 Will. 4, c. 76.

No inmate of a workhouse obliged to attend any religious service contrary to his religious principles.

shall object, or, in the case of an orphan, to which the Godfather or Godmother of such orphan shall so object : Provided also, that it shall and may be lawful for any licensed minister of the religious persuasion of any inmate of such workhouse, at all times in the day, on the request of such inmate, to visit such workhouse for the purpose of affording religious assistance to such inmate, and also for the purpose of instructing his child or children in the principles of their religion.

See the Religious Instruction of Orphans in Workhouses Order, p. 119, and note thereto.

30 Vict. c. 6.

Section 23 of the Metropolitan Poor Act, 1867, extends the provisions of the foregoing section relating to religious assistance and instruction to asylums provided by the District Asylums Board under the said Act.

7 & 8 Vict.
c. 101.

The Poor Law Amendment Act, 1844, by s. 43, applies very similar provisions to district schools and asylums for houseless poor established under the Act, and by s. 74 enacts that the word "minister" in that Act, and the words "licensed minister" in s. 19 of the Poor Law Amendment Act, 1834, shall be construed to mean and include "every person in holy orders, and also every person teaching or preaching in any congregation for religious worship whose place of meeting is certified and recorded according to law."

The Poor Law Commissioners in a letter of February 4, 1836, addressed to the then Home Secretary, Lord John Russell, expressed themselves thus :—

"It appears to us that paupers, living within the walls of a workhouse, have a right to claim to be protected from all annoyance on account of religious belief. They are so situated as to be deprived of the means of defending themselves against intrusion, which a man living in his own cottage is fortunate enough to possess.

"To place anyone under circumstances in which he cannot but be present at, and in some degree take a share in, the forms of religious worship which are not consistent with his own belief, is evidently an undue breach of religious liberty." (2 Rep. P. L. Comrs., p. 67.)

Opinion of the Solicitor-General on a case submitted by the Dunmow Guardians.

"I am of opinion that any licensed minister may, on the request of any inmate or inmates of the Dunmow Union Workhouse, being of the same religious persuasion as himself, visit the workhouse, and there give religious instruction by reading or preaching, or by offering up prayers ; and that such instruction may be given either individually or collectively to the persons who have so requested his assistance, or to any of their children. It seems to me quite clear that the Act does not authorise him to give any such instruction to persons not of his own religious persuasion, nor to inmates who have not requested his attendance."

"January 25, 1838. R. M. ROLFE." (5 Rep. P. L. Comrs., 1839, p. 76.)

The guardians of the Liskeard Union asked the Poor Law Commissioners' approval of these four resolutions :—

1. That the ministers of all denominations shall be at liberty to attend at the workhouse, provided the individual ministers previously obtained the approval of the Board.
2. That such ministers shall have full liberty to attend at the house on any day, and during any hour of the day, subject only to their giving a week's previous notice of their intention so to attend.
3. That when so attending they shall be authorised to preach and read to and

pray with any of the inmates, of whatever denomination they may be, who at the time shall not be unwilling to hear them, or refuse to receive them.

4. That such ministers shall be at liberty to go through the house, and read to and pray with any sick they may find there, who may be willing to receive them.

In reply the Commissioners, with respect to the subject of the resolutions generally, referred the guardians to s. 19 of the Poor Law Amendment Act, 1834, and to the opinions of the law officers of the Crown upon the construction of that section (*5 Rep. P. L. Comrs.*, 1839, p. 75), and proceed thus :—

“The first and second resolutions appear to be consonant with the provisions of s. 19 of the Poor Law Amendment Act. . . .

“With respect to the third resolution, the guardians will observe that the section of the Poor Law Amendment Act” just referred to “provides that any licensed minister of the religious persuasion of any inmate of a workhouse may, at the request of such inmate, visit such inmate for the purpose of affording him religious assistance. This section, however, does not authorise a licensed minister, who is not of the religious persuasion of an inmate of a workhouse, to visit him for religious purposes; and the Commissioners think they would be giving an unwarrantable extension to the words of the Act in question, if they permitted ministers of religion to visit indiscriminately persons of all religious persuasions in a workhouse. The Commissioners are therefore of opinion that the inmates of a workhouse, whether adults or children, who are members of the Established Church, should receive religious assistance and instruction from clergymen of the Established Church exclusively.

“With respect to adult Protestant dissenters, the Commissioners do not feel called upon to prevent them from receiving the visits of a licensed minister of any Protestant denomination, provided that the inmate requests his attendance.

“The fourth resolution seems to the Commissioners even more objectionable than the third, inasmuch as it proposes to subject a sick person to the visits of a minister belonging to a different religious denomination from his own, and a sick person is often in a state of mind which renders him incapable of resisting any influence which may be exercised upon him unfairly, and with a view of shaking his former religious convictions.

“The Commissioners desire to remark, in conclusion, that (although there may be cases in which the ministers of different dissenting denominations may without impropriety attend an inmate of a workhouse who belongs to a denomination which is not their own) it is incumbent on the guardians to protect the inmates of a workhouse from any influence bearing the appearance of an interference with their religious convictions.” (*7 Rep. P. L. Comrs.*, 1841, p. 230—232.)

Religious Services in Sick Wards. (Extract from Minute of August 20th, 1836.)

The Local Government Board have recently had representations made to them as to the objections which are entertained by Roman Catholics to the holding of religious services by chaplains or other persons in the sick wards of a workhouse, or wards of an infirmary, where there are Roman Catholic inmates. This matter has been considered by the Board, and the conclusion at which they have arrived is as follows, viz. :—

“The Board are clearly of opinion that it is undesirable that any general religious service should be held by the chaplain or by any other person in any ward in which Roman Catholics are present, if objection is taken by them; and that in such cases the ministrations should be confined to the visitation from bed to bed of those persons who desire it.”

25 & 26 Vict.
c. 43.

Child not to
be sent to
certain
schools.

Interpreta-
tion of
"school."

Certified Schools Act, 1862, s. 9.—No child shall be sent under this Act to any school which is conducted on the principles of a religious denomination to which such child does not belong.

Sect. 10.— . . . The word school shall extend to any institution established for the instruction of blind, deaf, dumb, lame, deformed, or idiotic persons, but shall not apply to any certified reformatory school.

The schools referred to are such as have been certified by the Local Government Board under s. 2 of the above Act as fitted for the reception of such children or persons as may be sent there by the guardians in pursuance of the Act. See further, p. 640.

The Act applies to illegitimate as well as legitimate children (31 & 32 Vict. c. 122, s. 23).

29 & 30 Vict.
c. 113.

Provision for
educating
children in
the religion
to which they
belong.

Poor Law Amendment Act, 1866, s. 14.—That if the parent, step-parent, nearest adult relative, or next-of-kin of any child not belonging to the Established Church, relieved in a work-house or in a district school, or in case there should be no parent, step-parent, nearest adult relative, or next-of-kin, then the God-parent of such child, make application to the said Board [Poor Law, now Local Government Board] in such behalf, the Board may, if they think fit, order that such child shall be sent to some school established for the reception, maintenance and education of children of the religion to which such child shall be proved to belong, and duly certified by the Poor Law Board under the statute of the twenty-fifth and twenty-sixth Victoria, chapter forty-three; and the guardians of the union or parish to which such child shall be chargeable shall, according to the terms of such order, cause the child to be conveyed to such school, and pay the costs and charges of the maintenance, lodging, clothing and education of the said child therein, and all the provisions of the said statute shall thenceforth apply to the said child.

31 & 32 Vict.
c. 122.

By s. 23 of the Poor Law Amendment Act, 1868, the foregoing section is applied to illegitimate as well as legitimate children; "and in case of a deserted child or an orphan child on behalf of whom no relative, next-of-kin, step-parent, or God-parent shall make application, the Poor Law Board may exercise the power conferred upon them by the said section, upon being satisfied that there is reasonable ground for their doing so."

29 & 30 Vict.
c. 118.

56 & 57 Vict.
c. 42.
62 & 63 Vict.
c. 32.
4 Edw. 7,
c. 15.

See also the Industrial Schools Act, 1866, s. 20, at p. 676;

The Elementary Education (Blind and Deaf Children) Act, 1893, s. 8, p. 631;

The Elementary Education (Defective and Epileptic Children) Act, 1899, s. 12, p. 633; and

The Prevention of Cruelty to Children Act, 1904, s. 8, p. 652.

CREED REGISTER, Etc.

The following are the provisions of the Poor Law Amendment Act, 1868 (31 & 32 Vict. c. 122), relating to the keeping of a "creed register" in every workhouse; the attendance at his own proper place of worship of inmates for whom no religious service according to their own creed is provided; and the attendance of workhouse children at religious services.

See also the Creed Register Order of November 26th, 1868, and the Religious Instruction of Orphans in Workhouses Order, after Art. 208 (1) of the Consolidated General Order (pp. 118, 119), also Arts. 125 and 126 of that order (p. 63), and the circular letter of the Local Government Board of September 14th, 1900, at p. 566.

Sect. 16.—The officer for the time being acting as the master of a workhouse, or as the master or superintendent of a district or other pauper school, shall keep a register of the religious creed of the pauper inmates of such workhouse or school separate from all other registers, in such form and with such particulars as shall be prescribed by the Poor Law Board by an order under their seal, and shall, as regards every inmate of such workhouse or school, at the date to be fixed by such order, and subsequently upon the admission of every inmate therein, make due inquiry into the religious creed of such inmate, and enter such religious creed in such register.

A separate creed register to be kept in every workhouse and pauper school.

Sect. 17.—In regard to any child in the workhouse or school under the age of twelve years, whether either of its parents be in the workhouse or not, or whether it be an orphan or deserted child, the master or superintendent shall enter in such register, as the religious creed of such child, the religious creed of the father, if the master or superintendent know or can ascertain the same by reasonable inquiry, or if the same cannot be so ascertained, the creed of the mother of such child, if the same be known to the master or superintendent, or can be by him in like manner ascertained; and the creed of an illegitimate child under the said age shall be deemed to be that of its mother, when that can be ascertained.

How the religion of children to be entered in the creed register.

Sect. 18.—If any question shall arise as to the correctness of any entry in such register, the Poor Law Board may, if they think fit, inquire into the circumstances of the case, and determine such question by directing such entry to remain or to be amended, according to their judgment.

The Poor Law Board to decide questions as to correctness of the register.

Although no alteration may be made in the creed register without the direction of the Local Government Board, yet if a person changes his religion whilst an inmate he should be allowed to receive the ministrations of a priest or minister of his newly professed religion, and, should he die, should be buried according to the rites of such religion, irrespective of the entry relating to him in the creed register.

Sect. 19.—Every minister of any denomination officiating in the church, chapel or other registered place of religious worship of such

Creed register to be open to inspection of minister.

denomination which shall be nearest to any workhouse or school, or any ratepayer of any parish in the union, shall be allowed to inspect the register which contains the entry of the religious creed of the inmates at any time of any day, except Sunday, between the hours of ten before noon and four after noon.

Minister may, subject to regulations, visit and instruct inmates registered as of his religious creed.

Sect. 20.—Such minister may, in accordance with such regulations as the said Board shall approve of or by their order prescribe, visit and instruct any inmate of such workhouse or school entered in such register as belonging to the same religious creed as such minister belongs to, unless such inmate, being above the age of fourteen, and after having been visited at least once by such minister, shall object to be instructed by him.

Where no religious service provided in the workhouse, the inmate may, subject to regulations, go to his own proper place of worship.

Sect. 21.—Every inmate for whom a religious service according to his own creed shall not be provided in the workhouse shall be permitted, subject to regulations to be approved of or ordered by the Poor Law Board, to attend, at such times as the said Board shall allow, some place of worship of his own denomination within a convenient distance of the said workhouse, if there be such in the opinion of the Board: Provided that the guardians may, for abuse of such permission previously granted, or on some other special ground, refuse permission to any particular inmate, and shall in such case cause an entry of such refusal and the grounds thereof to be made in their minutes.

No child in the workhouse or school visited by a minister of its own religion shall be required to attend any other religious services, unless, being above twelve years of age, he shall desire to do so.

Sect. 22.—No child, being an inmate of a workhouse or such school as aforesaid, who shall be regularly visited by a minister of his own religious creed for the purpose of religious instruction, shall, if the parents or surviving parent of such child, or in the case of orphans or deserted children if such minister make request in writing to that effect, be instructed in any other religious creed, or be required or permitted to attend the service of any other religious creed, than that entered in such register as aforesaid, except any child above the age of twelve years who shall desire to receive instruction in some other creed, or to attend the service of any other religious creed, and who shall be considered by the Poor Law Board to be competent to exercise a judgment upon the subject.

REMOVAL OF PAUPERS.

It is not proposed to deal at any length with the intricate subject of settlement and removal, but the following notes may be found useful:—

28 & 29 Vict.
c. 79.

s. 2. *The Union Chargeability Act, 1865*, put an end to parochial chargeability in unions, and empowered boards of guardians in unions to obtain orders of removal in respect of paupers settled elsewhere. It enabled the guardians of a union or parish to remove a pauper without an order to a union or parish which consented to receive him, imposed a penalty on a pauper who, having been removed,

s. 6.

s. 7.

returned to and became chargeable within twelve months to the union from which he had been removed, and substituted one year for three as the period of residence necessary to obtain a status of irremovability. 28 & 29 Vict. c. 79. s. 8.

The following paragraphs are taken from the circular letter of the Poor Law Board, dated April 6th, 1866, on the subject of that part of the above Act which relates to removal:—

“No person who has resided for one whole year in the union, whether in one or in several parts of it, without interruption and without relief, can be removed from it. Periods of relief do not operate as an interruption of the residence, but are only not to be calculated as part of the time of residence. 9 & 10 Vict. c. 66, s. 1; 24 & 25 Vict. c. 55, s. 1; 28 & 29 Vict. c. 79, s. 8; 27 & 28 Vict. c. 105.

“Moreover, periods of residence, under certain specific circumstances, both in and out of the union, are prevented from being computed in the calculation of the time of residence, or from operating as an interruption of the residence. 12 & 13 Vict. c. 103, s. 4; 29 & 30 Vict. c. 118, s. 31;

“No widow residing with her husband at the time of his death can be removed within the first year of her widowhood. 9 & 10 Vict. c. 66, s. 2;

“Deserted wives also, after a residence of one year from the time of their desertion, without relief, are exempt from removal. 24 & 25 Vict. c. 55, s. 3; 29 & 30 Vict. c. 118, s. 17;

“Children cannot be removed from their parents or some other relatives with whom they may be residing, and orphans derive from their parents the exemption which the latter had acquired at their death. 24 & 25 Vict. c. 55, s. 2.

“Lastly, no person whose chargeability arises in respect of relief made necessary by sickness or accident which will not produce permanent disability can be lawfully removed.” (18 Rep. P. L. Board, p. 29.) 9 & 10 Vict. c. 66, s. 4. 24 & 25 Vict. c. 55, s. 5.

The following enactments, most of which are referred to in the above extracts, relate to this subject:—

The Poor Removal Act, 1846, s. 1.— . . . From and after the passing of this Act no person shall be removed, nor shall any warrant be granted for the removal of any person, from any parish in which such person shall have resided for *five years* [now one year] next before the application for the warrant: Provided always, that the time during which such person shall be a prisoner in a prison or shall be serving her Majesty as a soldier, marine, or sailor, or reside as an in-pensioner in Greenwich or Chelsea Hospitals, or shall be confined in a lunatic asylum, or house duly licensed or hospital registered for the reception of lunatics, or as a patient in a hospital, or during which any such person shall receive relief from any parish, or shall be wholly or in part maintained by any rate or subscription raised in a parish in which such person does not reside, not being a *bonâ-fide* charitable gift, shall for all purposes be excluded in the computation of time hereinbefore mentioned, and that the removal of a pauper lunatic to a lunatic asylum, under the provisions of any Act relating to the maintenance and care of pauper lunatics, shall not be deemed a removal within the meaning of this Act. . . . 9 & 10 Vict. c. 66. No person to be removed from any parish in which he or she shall have resided for one year. Time during which persons are serving in the army or navy, etc.

A further proviso to this section was repealed by the Poor Removal Act, 1848, which substituted the following:— 11 & 12 Vict. c. 111.

“Provided always that whenever any person should have a wife

or children having no other settlement than his or her own, such wife and children should be removable from any parish or place from which he or she would be removable, notwithstanding any provisions of the said recited Act, [9 & 10 Vict. c. 66] and should not be removable from any parish or place from which he or she would not be removable by reason of any provision in the said recited Act."

The time during which a child is detained in an industrial school under 29 & 30 Vict. c. 118, is by s. 31 of that Act excluded in the computation of time mentioned in the foregoing section.

12 & 13 Vict.
c. 103.

The Poor Law Amendment Act, 1849, by s. 4 provided that the removal of a lunatic pauper to an asylum, or of a pauper to the workhouse of the union, is not to be deemed an interruption of the residence under the Poor Removal Act, 1846, but the time spent in such asylum or workhouse, and the time during which any person is relieved at the charge of the common fund of the union, is to be excluded from the computation of the time of residence.

9 & 10 Vict.
c. 66.

The latter Act (9 & 10 Vict. c. 66) provides :—

No widow
liable to be
removed for
twelve
months after
death of
husband.

Sect. 2.—No woman residing in any parish with her husband at the time of his death shall be removed, nor shall any warrant be granted for her removal, from such parish, for twelve calendar months next after his death, if she so long continue a widow.

No child
under sixteen
years of age
liable to be
removed.

Sect. 3.—No child under the age of sixteen years, whether legitimate or illegitimate, residing in any parish with his or her father or mother, stepfather or stepmother, or reputed father, shall be removed, nor shall any warrant be granted for the removal of such child, from such parish, in any case where such father, mother, stepfather, stepmother, or reputed father may not lawfully be removed from such parish.

Sick persons
not liable to
be removed
except under
certain cir-
cumstances.

Sect. 4.—No warrant shall be granted for the removal of any person becoming chargeable in respect of relief made necessary by sickness or accident, unless the justices granting the warrant shall state in such warrant that they are satisfied that the sickness or accident will produce permanent disability.

Settlement
not to be
gained by
non-removal.

Sect. 5.—Provided always that no person hereby exempted from liability to be removed shall by reason of such exemption acquire any settlement in any parish.

24 & 25 Vict.
c. 55.

By the Poor Removal Act, 1861, s. 5, when a person chargeable under s. 4 (above) is cured, an order of removal may be applied for and obtained (see p. 742).

Penalty on
persons un-
lawfully

Sect. 6.—If any officer of any parish or union do, contrary to law, with intent to cause any poor person to become chargeable to

any parish to which such person was not then chargeable, convey any poor person out of the parish for which such officer acts, or cause or procure any poor person to be so conveyed, or give directly or indirectly any money, relief or assistance, or afford or procure to be afforded any facility for such conveyance, or make any offer or promise, or use any threat to induce any poor person to depart from such parish, and if, in consequence of such conveyance or departure, any poor person become chargeable to any parish to which he was not then chargeable, such officer, on conviction thereof before any two justices, shall forfeit and pay for every such offence any sum not exceeding five pounds, nor less than forty shillings.

procuring
removals of
poor persons.

9 & 10 Vict.
c. 66.

By 14 & 15 Vict. c. 105, s. 11, the above term "officer" shall include any overseer.

The Poor Removal Act, 1861, s. 1.—That after the twenty-fifth day of March next the period of *three years* shall be substituted for that of five years specified in the first section of the statute nine and tenth Victoria, chapter sixty-six, and the residence of a person in any part of a union shall have the same effect in reference to the provisions of the said section as a residence in any parish.

24 & 25 Vict.
c. 55.

So much of
9 & 10 Vict.
c. 66 as pre-
scribes a resi-
dence of 5
years to be
altered to
3 years.

The 27 & 28 Vict. c. 105, was passed to remove doubts as to the meaning of the above section, and provided that where a person becomes chargeable in any parish comprised in a union not being the parish of his settlement, the period of time during which he shall have resided in the parish of the settlement, if in the same union, shall not be excluded in the computation of the time of residence required to render him exempt from removal.

The period of three years was reduced to one year by s. 8 of the Union Chargeability Act, 1865.

28 & 29 Vict.
c. 79.

Sect. 2.—Where a child under the age of sixteen years, residing with its surviving parent, shall be left an orphan, and such parent shall at the time of death have acquired an exemption from removal by reason of a continued residence, such orphan shall, if not otherwise irremovable, be exempt from removal in like manner and to the same extent as if it had then acquired for itself an exemption from removal by residence.

Provision for
orphan
children
under 16 years
of age.

Sect. 3.—Where a married woman shall have been, or shall be, deserted by her husband, and shall after his desertion reside for *three years* in such a manner as would, if she were a widow, render her exempt from removal, she shall not be liable to be removed from the parish wherein she shall be resident unless her husband return to cohabit with her.

The above named period of three years was reduced to one year by s. 17 of the Poor Law Amendment Act, 1866.

29 & 30 Vict.
c. 113.

Sect. 5.—When any person shall be or become chargeable upon the common fund of a union by reason of some accident or sickness which will not produce permanent disability, the chargeability upon such fund shall cease when the person shall be cured, and thenceforth, if the relief continue, the cost thereof shall be charged to the parish where the poor person shall be then residing, unless he shall be in the workhouse of the union, and in such case it shall be charged to the parish wherein he was residing when he was removed to such workhouse, and the overseers of the parish so charged may apply for and obtain an order of removal.

The cost of the relief of such person when cured will now, under the Union Chargeability Act, 1865, be a charge upon the common fund of the union, and the order of removal will be obtained by the guardians.

SUBSCRIPTIONS BY BOARDS OF GUARDIANS.

14 & 15 Vict.
c. 105.

Guardians
empowered to
subscribe to
hospital or
infirmary,
with the con-
sent of the
Poor Law
Board.

The Poor Law Amendment Act, 1851, s. 4.— . . . Be it enacted, that the guardians of any union or parish may, with the consent of the Poor Law Board, pay out of the common fund of such union, or, in the case of a parish, out of the funds in the hands of such guardians, any sum of money as an annual subscription towards the support and maintenance of any public hospital or infirmary for the reception of sick, diseased, disabled, or wounded persons, or of persons suffering from any permanent or natural infirmity.

42 & 43 Vict.
c. 54.

The Poor Law Act, 1879, by s. 10, extends the foregoing and enacts as follows:—

Extension of
14 & 15 Vict.
c. 105, s. 4,
as to sub-
scriptions to
institutions.

The provisions of the said section shall extend to authorise the guardians, with such consent as is therein mentioned, to subscribe towards any asylum or institution for blind persons, or for deaf and dumb persons, or for persons suffering from any permanent or natural infirmity, or towards any association or society for aiding such persons, or for providing nurses, or for aiding girls or boys in service, or towards any other asylum or institution which appears to the guardians, with such consent as aforesaid, to be calculated to render useful aid in the administration of relief to the poor: Provided always, that nothing herein contained shall authorise any subscription to any asylum or institution unless the Local Government Board be satisfied that the paupers under the guardians have or could have assistance therein in case of necessity.

4 Edw. 7,
c. 15.
Extension of
s. 10 of

The Prevention of Cruelty to Children Act, 1904, s. 26.—Section 10 of the Poor Law Act, 1879, shall be amended so as to include in it as one of the associations or societies to which a board of

guardians may, with the consent of the Local Government Board, subscribe, any association or society for the prevention of cruelty to children. 42 & 43 Vict.
c. 54.

See also p. 644 as to subscriptions to a certified school, and p. 22 as to the power of guardians to contribute to the expenses of providing and enlarging, or maintaining a public elementary school.

SUPERANNUATION.

POOR LAW OFFICERS' SUPERANNUATION ACT, 1896.

[59 & 60 VICT. c. 50.]

An Act to provide for superannuation allowances to poor law officers and servants, and for contributions towards such allowances by such officers and servants; and to make other relative provisions. [August 14th, 1896.]

Be it enacted by the Queen's most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows:

1. This Act may be cited as the Poor Law Officers' Superannuation Act, 1896, and shall come into operation from and immediately after the twenty-ninth day of September, one thousand eight hundred and ninety-six. Short title
and com-
mencement
of Act.

For definition of "officer" and "servant," see s. 19.

Under the law as it previously existed it was optional with the guardians whether or not they would grant a superannuation allowance, and usually they could only do so if the officer had devoted his whole time to the service of the union. "But s. 2 of the new Act gives, subject to the provisions of the Act, every officer and servant in the service or employment of the guardians, who has served for ten years, and who resigns or otherwise ceases to hold his office or employment, an absolute right to receive, during life, from the guardians a superannuation allowance, according to the scale laid down in the Act." (*Circ. Letter, September 26th, 1896, 26 Rep. L. G. Bd., p. 20.*)

On December 27th, 1906, the Local Government Board issued an order in pursuance of paragraph (19) of the second schedule to the Education Act, 1902, making such modifications in the Poor Law Officers' Superannuation Act, 1896, and giving such directions as appeared to them to be necessary for the purpose of making the said Act of 1896 applicable to the case of officers of any authority to which it applies who have been transferred under the Education Act, 1902, to any council. 2 Edw. 7,
c. 42.

The order, which is printed at p. 753, only relates to the application of the Act of 1896, and does not deal with any matter relating to compensation for abolition of office or for diminution or loss of fees or salary in consequence of the Education Act, 1902. In relation to each case of an officer transferred under the last-named Act, the order applies as from the date of the transfer to a council in that particular case.

SUPERANNUATION.

Title of
officers and
servants
to super-
annuation
allowances.
27 & 28 Vict.
c. 42.

2. Subject to the provisions of this Act, every officer and servant in the service or employment of the guardians of a union or parish who shall become incapable of discharging the duties of his office with efficiency, by reason of permanent infirmity of mind or body, or of old age, or who shall have attained the age of sixty years and have completed an aggregate service of forty years, or who shall have attained the full age of sixty-five years, shall be entitled on resigning or otherwise ceasing to hold his office or employment, to receive during life out of the common fund of the union a superannuation allowance according to the scale laid down in this Act.

An officer or servant shall not be entitled to an allowance on the ground of old age unless he has completed the full age of sixty years.

“In the first class of cases the officer or servant must have become incapable of discharging the duties of his office, and if this is the result of old age, he must have completed the full age of sixty years. In the second and third classes of cases, he need not have become incapable of discharging his duties with efficiency, but either he must be sixty years of age and have had an aggregate service of forty years, or he must be sixty-five years of age.” (*Ibid.*)

Where an officer or servant has attained the age of sixty-five years and the guardians are of opinion that it would be expedient in the interests of the public service that he should cease to hold his office or employment, it shall be competent for them to require him to retire upon payment to him of the superannuation allowance to which he may be entitled^d under this Act.

“No consent on the part of the Board will be necessary to the exercise of this power; nor will the consent of the Registrar-General be requisite in the case of a superintendent registrar or a registrar of births and deaths.” (*Ibid.*, p. 21.)

Scale of super-
annuation
allowances.

3. The scale for superannuation allowances under this Act shall be as follows, that is to say—

An officer or servant who has served for ten years but less than eleven years shall be entitled to an annual allowance equal to ten-sixtieths of the average amount of his salary or wages and emoluments during the five years ending on the quarter day which immediately precedes the day on which he ceases to hold his office or employment.

With an addition of one-sixtieth of such average amount for every additional completed year of service until the completion of a period of service of forty years, when a maximum allowance of forty-sixtieths shall be granted.

“Candidates for any office or employment to which apartments, rations or other allowances in kind appertain, should be informed of the value which the

guardians assign to these emoluments for the purposes of the Act, before the appointment is made." (*Ibid.*, p. 24.)

For the definition of "emoluments," see s. 19.

In their circular letter of February 10th, 1898, the Local Government Board say they have consulted the law officers of the Crown on certain questions connected with the Poor Law Officers' Superannuation Act, 1896, which have arisen in cases referred to the Board for decision under s. 18, and, having regard to the opinion given, the Board consider—

"1. That the 'salary and emoluments,' within the meaning of the Act, of the clerk to a board of guardians do not include fees received by him as Returning Officer, either (1) at elections of guardians, whether before or after the Local Government Act, 1894, or (2) at the first election of parish councillors, or (3) at the first election of rural district councillors, or (4) at elections of school boards. 56 & 57 Vict. c. 73.

2. "That the Returning Officer at the election of guardians is not, for the purposes of the Act, an officer of the guardians; and that the 'salary and emoluments' of a clerk to the guardians, who, under s. 81 of the Local Government Act, 1894, holds the office of clerk to the rural district council, do not include his salary or emoluments as clerk to the rural district council.

3. "That only the emoluments of the offices or employments actually held by the officer or servant at the time of his retirement can be taken into account in calculating, for the purposes of s. 3 of the Act, the average amount of the salary or wages and emoluments of the officer or servant during the five years referred to in the section. Any emoluments incidental to these offices or employments received by him at any time during the five years should be included, but not the emoluments of distinct offices which he had ceased to hold." (28 *Rep. L. G. Bd.*, p. 1.)

The law officers of the Crown have also advised that for the purposes of the foregoing s. 3 the gross amount of the salary or wages and emoluments of an officer or servant should be taken, and that no deductions should be made from such gross amount in respect of disbursements which the officer or servant is required to make either by statute or by the conditions of his appointment.

4. All service by an officer or servant under any authority or authorities to whom this Act applies shall be aggregated and reckoned for the purposes of this Act, whether the service has been continuous or not, and whether his whole time has been devoted to the service or not. Reckoning service.

"The authorities to whom the Act applies are the guardians of any union or separate parish, the trustees or overseers of any parish incorporated under a local Act, any vestry or other authority charged with the administration of the relief of the poor for any union, parish or other area, the managers of school districts, and sick asylum districts, and the managers of the metropolitan asylum district." (Ss. 14 and 19.) (*Circ. Letter of L. G. Bd.*, September 26th, 1896, 26 *Rep.*, p. 20.)

See too clauses 1 and 5 of the order of December 27th, 1906, at pp. 754, 755.

5. The guardians in computing the amount of superannuation allowance to any officer or servant may, in consideration of peculiar professional qualifications, or of special circumstances, and with the consent of the Local Government Board, add a number of years not Power to add a number of years in certain cases.

exceeding ten to the number of years which the officer or servant has actually served in the aggregate.

Subject to this there is no power to vary the allowances prescribed by the scale.

See s. 9 as to the notice required of any proposal to add a number of years to the number actually served.

The Local Government Board, when of opinion that consent may be given under this section to the addition of years to the period of an officer's service, allow these years to be taken into account for the purpose of bringing a case within the term of years referred to in ss. 2 and 3.

Case of
subsequent
appointment.

6. Where a person in receipt of a superannuation allowance under this Act is appointed to any office or employment by any authority to whom this Act applies, such allowance shall cease to be paid so long as he continues to hold such office or employment, if the salary or wages and emoluments thereof are equal to, or in excess of the amount of such allowance; if they are not, then only so much of such allowance shall be paid so long as he holds such office or employment as will make up the deficiency.

Any such person on ceasing to hold such office or employment shall be entitled to revert to and to receive the full amount of his original superannuation allowance from the authority which granted it.

Forfeiture for
fraud, etc.

7. An officer or servant who is dismissed or resigns or otherwise ceases to hold office in consequence of any offence of a fraudulent character or of grave misconduct, shall forfeit all claim to any superannuation allowance under this Act in respect of his previous service, provided that in the case of any such officer or servant the guardians may, if they see fit, return to him out of the common fund of the union a sum equal to the amount of all or part of his contributions under this Act.

See s. 9 as to notice required of any proposal to return contributions.

Return of
contributions
and power
to grant
gratuities
and super-
annuation
allowances
in certain
cases.

8. An officer or servant who has not become entitled to a superannuation allowance, and who loses his office or employment by reason of a reduction of staff, or of any alteration of areas or boundaries, or otherwise ceases to hold his office or employment by reason of bodily injury not occasioned by his own default, or of any other cause whatever other than his own misconduct or voluntary resignation, shall be entitled to receive, out of the common fund of the union, a sum equal to the amount of all his contributions to any such fund under this Act; but if he claims under this section and subsequently obtains a fresh office or employment, he shall not be entitled to reckon his service before obtaining such fresh office or employment towards a superannuation allowance under this Act, unless upon obtaining such fresh office

or employment he pays the amount so received to the common fund of the authority under whom he obtains such fresh office or employment.

In any such case of loss of office or employment as aforesaid, the guardians may also, if they see fit, with the sanction of the Local Government Board, grant to the officer or servant a gratuity, payable out of the common fund of the union, not exceeding twice the amount of his salary or wages and emoluments during the year ending on the quarter day which immediately precedes the day on which he ceases to hold his office or employment.

See s. 9 as to notice required of any proposal to grant a gratuity.

The Local Government Board consider that, although the Act limits the amount of the gratuity as above, yet that, where special circumstances justify such a course, an additional sum may be voted under Art. 172 of the Consolidated General Order, subject to the Board's approval.

Provided that when such loss of office or employment occurs in a case in which the death, resignation, or insanity of one of the holders of a joint appointment vacates the office of the other, the officer or servant whose office or employment is so vacated shall, unless he is reappointed by the guardians, and except where in the case of husband and wife the joint appointment is terminated owing to the misconduct of one of them, be entitled to receive during life, out of the common fund of the union, a superannuation allowance, according to the scale laid down in this Act, if such officer or servant has attained the age of fifty years, or has served for not less than twenty years.

For definition of "joint appointment," see s. 19.

See also Art. 189 of the Consolidated General Order, and the amending provision of the order of February 12th, 1879, Art. 1 (2), at p. 94.

See too clause 4 of the order of December 27th, 1903, p. 754.

9. At least one month's notice in writing shall be given to every guardian of the time at which any proposal to add a number of years to the number of years which an officer or servant has actually served, or of any proposal to return contributions to an officer or servant who has been dismissed or required to resign, or of any proposal to grant a gratuity under this Act, will be considered.

Notice of proposed grant of allowance.

According to s. 3 of the Interpretation Act, 1889 (52 & 53 Vict. c. 63), the expression "month" here means calendar month.

10. Every superannuation allowance granted under this Act shall be payable to or in trust for the officer or servant, and shall not be assignable or chargeable with his debts or other liabilities.

Allowances not assignable.

11. Every board of guardians shall make annually to the Local Government Board, in the form and at the time prescribed by the

Annual returns to Local

Government
Board.

Board, a return of all superannuation allowances and gratuities paid by them under this Act during the preceding year, with such particulars as to the names and ages of the recipients and otherwise as the Board shall require.

The Local Government Board in their circular letter of September 28th, 1897, directed "that the return required by this section should be made in respect of each year ending September 29th, and within one calendar month after the expiration of the period to which the return is to apply," and they prescribed a form in which such return should be made. The letter and form will be found at pp. 34, 35 of the Appendix to the 27th Rep., 1897-98.

CONTRIBUTION.

Obligation
of officers
and servants
to contribute.

12. Subject to the provisions of this Act, every officer and servant in the service or employment of the guardians of a union shall contribute annually for the purposes of this Act a percentage amount of his salary or wages and emoluments according to the scale laid down by this Act, such amount to be from time to time deducted from the salary or wages payable to him and to be carried to and form part of the common fund of the union.

The "common fund of the union" is defined in s. 19. See also s. 16 as to the contributions of paid collectors of rates and assistant overseers appointed by guardians.

"Where payment of the salary or wages is made monthly or quarterly, the Board think that a proportionate deduction should be made from each payment. In cases, however, of weekly wages . . . the Board think . . . that the proper deduction should be made every fourth week in respect of the wages paid in that and the preceding three weeks. If the employment is terminated in the interval, the requisite deductions must, of course, be made from the last payment of the wages." (*Circ. Letter of L. G. Bd., September 26th, 1896, 26 Rep., p. 22.*)

" . . . The accounts of the guardians should show clearly what sums are deducted in the case of each officer or servant, . . . as under certain circumstances . . . an officer or servant will be entitled to have the amount of his contributions returned to him." (*Ibid.*)

Scale of
contributions.

13. The percentage amounts to be deducted annually for the purposes of this Act shall be as follows, that is to say—

In the case of officers and servants with less than five years' service at the passing of this Act, or appointed after the passing of this Act, two per cent. of the salary or wages and emoluments for each year;

In the case of officers and servants with more than five and less than fifteen years' service at the passing of this Act, two and a half per cent. of the salary or wages and emoluments for each year;

In the case of officers and servants with more than fifteen years' service at the passing of this Act, three per cent. of the salary or wages and emoluments for each year.

APPLICATION OF ACT TO OTHER AUTHORITIES.

14. The provisions of this Act shall apply to the managers of district schools and sick asylums, and to the managers of the metropolitan asylums district, and to their officers and servants, in like manner as nearly as may be as they apply to guardians and to their officers and servants ; and the contributions of the officers and servants of such managers shall be carried to and form part of the fund applicable to the general expenses of such managers, and the superannuation allowances and gratuities under this Act shall be paid out of the said fund.

Application of Act to district schools and asylums.

EXISTING OFFICERS AND SERVANTS.

15. Any officer or servant in the service or employment of guardians or any other authority to whom this Act applies may at any time within three months after the commencement of this Act signify in writing to such authority his intention not to avail himself of the provisions of this Act, and in that event it shall not be obligatory on him, notwithstanding anything in this Act contained, to make any contributions or submit to any deduction from his salary or wages under this Act, nor shall he be entitled to receive any superannuation allowance, gratuity or other benefit under this Act.

Saving for existing officers and servants.

Any such officer or servant who has given such notice as aforesaid shall remain subject to the provisions of the Poor Law Officers' Superannuation Act, 1864, and the Acts amending the same as if this Act had not been passed, and those provisions shall for the purposes of this enactment continue in force notwithstanding their repeal by this Act.

27 & 28 Vict. c. 42.

It will be observed that the provisions of the earlier Acts only remain in force with respect to officers and servants appointed prior to the passing of this Act of 1896, who have given the required notice.

With reference to the application of this section to officers transferred to a council under the Education Act, 1902, see clause 6 of the order of December 27th, 1906, p. 755.

The Poor Law Officers' Superannuation Act Amendment Act, 1897 (60 & 61 Vict. c. 28), provides that " Any female nurse appointed after the passing of this Act by any authority to whom the Poor Law Officers' Superannuation Act, 1896, applies, who shall within two months from the date of her appointment signify in writing to such authority her intention not to avail herself of the provisions of the said Act, shall not be required to make any contribution or to

Saving as to female nurses.

submit to any deduction from her salary or wages under the said Act, and shall not be entitled to receive any superannuation allowance, gratuity or other benefit under the said Act. . . .

"In this section the term 'nurse' includes any assistant nurse and attendant on the sick or insane."

In their circular letter of August 7th, 1897, the Local Government Board say in reference to the above that, "in the case of future appointments the attention of every female nurse should be drawn to the subject, and it should be pointed out to her that if she desires not to avail herself of the provisions of the Act of 1896, she must signify her intention to the guardians in writing within two months from the date of her appointment."

They also "remind the guardians that the earlier enactments relating to the superannuation of poor law officers were repealed by the Act of 1896, without qualification as regards any officer to be appointed after the commencement of that Act. Consequently it will not be competent to the guardians to grant any superannuation allowance to any female nurse who may under the new Act exclude herself from the provisions of the Act of 1896." (27 *Rep. L. G. Bd.*, pp. 32, 33).

They also consider, on the authority of an opinion given by the law officers of the Crown, that the provisions of the Amendment Act quoted above "must be regarded as applying in the case of every appointment of a female nurse made after the passing of the Act of 1897, and that they are not limited to the case of a first appointment, and that the provisions also apply in the case of a fresh appointment of a nurse who had held office at the commencement of the Act of 1896. The appointment after the passing of the Act of 1897 must, however, be a separate and distinct appointment, as would be the case if it were with another authority, or, in the case of the same authority, if it were an appointment of a different nature not arising in the ordinary course of promotion incidental to the former appointment, or were a fresh appointment after a discontinuance of service." (28 *Rep. L. G. Bd.*, pp. 1, 2.)

The Local Government Board have recently stated that, as at present advised, they would, in case of an appeal being made to them under s. 18 of the Poor Law Officers' Superannuation Act, 1896, decide that a person who, under s. 1 of the Poor Law Officers' Superannuation Act Amendment Act, 1897, had contracted out of the Act of 1896, was bound by her decision as regards every subsequent appointment she might hold as nurse within the meaning of the Act of 1897; but that if she were appointed to any office other than that of nurse as therein defined, she would come within the operation of the Act of 1896. The question of the service which should be included in computing the superannuation allowance due to any such officer is, the Board observe, not free from doubt, but it appears to the Board that all service as "nurse" should be excluded. ("Local Government Chronicle," April 7th, 1906.)

MISCELLANEOUS.

60 & 61 Vict.
c. 28.

Provision in
case of paid
collectors.

16. In the case of a paid collector of rates or assistant overseer appointed by the guardians of a union for any parish or parishes forming part of the union, the contributions of such collector or assistant overseer shall be carried by the guardians to the credit of the parish or parishes out of which his salary or emoluments is or are paid, in proportion to his respective salaries or emoluments, and

any allowance or gratuity to him under this Act shall be charged to the same parish or parishes in the like proportions.

The power of guardians to appoint assistant overseers was put an end to by the Local Government Act, 1894, s. 81 (6). 56 & 57 Vict.
c. 73.

17. Superintendent registrars, who are remunerated wholly or partly by fees, shall pay annually the due percentage amount of their fees to the guardians of their respective unions at the time or times prescribed by such guardians respectively, and such amounts shall be carried to and form part of the common fund of the union. Provision in
case of
superin-
tendent
registrars.

Every such superintendent registrar shall make annually in the month of October to the guardians of his union a return of the amount of the fees received by him as such superintendent registrar during the year ending on the preceding twenty-ninth day of September, and the amount so returned shall be taken as the basis upon which the percentage deduction shall be made and the superannuation allowance shall be calculated: Provided that such annual return shall be verified by a statutory declaration that the amount so returned does not exceed the total amount received by him as such superintendent registrar during the period in question.

Where the district of a superintendent registrar is situate in more than one union, the percentage amount of his fees to be carried to the common fund of each union and the amount of any superannuation allowance or gratuity to be paid to him by the guardians of each union shall be in proportion to the rateable value of the portions of the district in each union, to be ascertained by the valuation list in force, or, if there is no valuation list, by the last poor rate.

If the required declaration is made before a justice of the peace it need not be stamped (see Schedule to Stamp Act, 1891), otherwise it must bear an impressed stamp of 2s. 6d. In the absence of any provision in the Act to the contrary, any expense incurred in making the return and declaration, must be borne by the superintendent registrar.

18. The Local Government Board may, if they think fit, determine any question which may arise between guardians or any other authority to whom this Act applies and any officer or servant, and which may be referred to them by either party, as to the right to or the amount of superannuation allowance of such officer or servant, and the decision of the Local Government Board shall be binding and conclusive. Power of
Local
Government
Board to
decide
questions.

See clause 7 of the order of December 27th, 1906, p. 755.

19. In this Act, unless the context otherwise requires—

“Guardians” includes the trustees or overseers of any parish appointed or incorporated under a local Act, and any vestry

Definitions.

or other authority charged with the administration of the relief of the poor for any union, parish, or other area.

“Union” includes any parish or other area for which the relief of the poor is administered by guardians as above defined.

“Common fund of the union” means the fund out of which the salaries of the officers of the union, parish or other area are paid.

“Officer” includes every officer in the service of an authority to whom this Act applies, whether his whole time is devoted to the duties of his office or not; and for the purposes of this Act superintendent registrars and registrars of births and deaths and school attendance officers are deemed to be in the service of the guardians of the union in which their districts are situated.

The Local Government Board have stated that a public vaccinator cannot be regarded as an “officer” as defined above, and that therefore there would be no objection to a district medical officer, after having been superannuated in respect of that office, continuing to act in the capacity of public vaccinator. (*“Local Government Chronicle,”* 1907, p. 60.)

“Servant” includes every servant regularly employed at wages by any such authority as aforesaid.

“Emoluments” includes all fees, poundage and other payments made to any officer or servant as such for his own use; also the money value of any apartments, rations or other allowances in kind appertaining to his office or employment.

The fees paid upon the orders of magistrates to the medical officer of a workhouse for the examination of lunatics cannot be regarded as emoluments of his office, since it forms no part of his duty as medical officer to make such examinations.

It is open to the justices to call in any medical practitioner for the purpose, and the fees are not paid to the medical officer in his capacity as such. (From letter of L. G. Bd. to certain guardians of the Medway Union, November 25th, 1903, quoted in “Poor Law Officers’ Journal” for February 5th, 1904.)

In any case in which it is the duty of a medical officer of a poor law establishment to perform vaccination therein, and a contract has been entered into between the guardians and the officer, the contract providing for the amount of the fee payable in each case, such fees may, in the opinion of the Local Government Board, be regarded as an emolument of the office.

“Joint appointment” includes any office the tenure whereof is determined by the death, removal, resignation or incapacity of the holder of another office under the same authority.

20. The enactments specified in the schedule to this Act are hereby repealed, subject to the qualification that this repeal shall

not affect the payment of any superannuation allowance granted before the commencement of this Act, nor any other right or liability acquired or accrued nor anything duly done or suffered before the commencement of this Act; and the guardians of any union may if they see fit grant and pay a superannuation allowance under the said enactments to any officer who has retired before the commencement of this Act in the same manner, and subject to the same conditions, as if this Act had not been passed.

21. This Act does not extend to Scotland and Ireland.

Extent of Act.

THE SCHEDULE. ENACTMENTS REPEALED.

Session and Chapter.	Title or Short Title.	Extent of Repeal.
27 & 28 Vict. c. 42 (1864).	An Act to provide for superannuation allowances to officers of unions and parishes.	The whole Act. [See however s. 15 of this Act.]
29 & 30 Vict. c. 113 (1866).	The Poor Law Amendment Act, 1866.	Sections one to three.
30 & 31 Vict. c. 106 (1867).	The Poor Law Amendment Act, 1867.	Sections eighteen and nineteen, and section twenty from "or when any parish" down to "allowance and."
33 Vict. c. 2 (1870) -	The Dissolved Boards of Management and Guardians Act, 1870.	Section ten.
33 & 34 Vict. c. 94 (1870).	The Medical Officers' Superannuation Act, 1870.	The whole Act.
39 & 40 Vict. c. 61 (1876).	The Divided Parishes and Poor Law Amendment Act, 1876.	Section seventeen.

EDUCATION ACT, 1902.

ORDER UNDER PARAGRAPH (19) OF SECOND SCHEDULE.

[27TH DECEMBER, 1906.]

To every Council of a County, Borough, or District in England and Wales which is for the time being a local education authority for the purposes of Part III. of the Education Act, 1902;—
And to all others whom it may concern.

Whereas by the paragraphs (16) and (19) of the second schedule to the Education Act, 1902, it is provided as follows:—

“(16.) The officers of any authority whose property, rights and liabilities are transferred under this Act to any council shall be transferred to and become the officers of that council, but that council may abolish the office of any such officer whose office they deem unnecessary.”

“(19.) If an officer of any authority to which the Poor Law Officers’ Superannuation Act, 1896, applies is under this Act transferred to any council, and has made the annual contributions required to be made under that Act, the provisions of that Act shall apply, subject to such modifications as the Local Government Board may by order direct for the purpose of making that Act applicable to the case.”

Now therefore, we, the Local Government Board, in pursuance of the powers given to us by the Education Act, 1902 (herein-after referred to as “the Act”), and by any other statutes in that behalf, do, by this our order, direct that the modifications subject to which the provisions of the Poor Law Officers’ Superannuation Act, 1896 (herein-after referred to as “the Act of 1896”), shall apply for the purpose mentioned in the above-cited paragraph (19) of the second schedule to the Act shall be as follows; that is to say,—

1. Subject to the modifications directed by this order, references to the council to which an officer is transferred under the Act shall be substituted in the provisions of the Act of 1896 for references to the guardians, and the said provisions shall, in other respects, apply and have effect as if any such council were, within the meaning of those provisions, an authority to which the Act of 1896 applies.
2. The contributions of an officer who is transferred under the Act to a council shall, from and after the date of the transfer, be carried to and form part of the fund, or shall be applied in aid of the rate, out of which the expenses of the council as a local education authority are payable under section 18 of the Act, and any superannuation allowance or gratuity under the provisions of the Act of 1896 shall be paid by the council out of the said fund or rate.
3. The authority from which an officer is transferred under the Act to a council, shall pay to the council the sum which, at the date of the transfer, is retained by the authority in respect of the amount of the contributions of the officer on obtaining or while holding the office or employment which was held by him in the service of the authority, and in which he exercised powers and discharged duties relating to the purposes of the Elementary Education Acts, 1870 to 1900 :

Provided that if an officer is transferred under the Act to two or more councils and the case is not one in which, in pursuance of the paragraph (22) of the second schedule to the Act, and of the enactment thereby applied, the matter can be made the subject of an adjustment, the share of the said sum which shall be paid to each of the said councils shall be in the proportion which the rateable value of so much of the area of the authority from which the officer is transferred as is within the area of the council bears to the combined rateable value of the parts of the first-mentioned area which are within the areas of the several councils.

4. If an officer who is transferred under the Act to a council becomes entitled to compensation under the paragraphs (17) and (21) of the second schedule to the Act by reason of the relinquishment, or of the abolition of his office, he shall be deemed to lose his office within the meaning of section 8 of the Act of 1896, and the amount which the officer shall be entitled to receive, in pursuance of the section, shall include every

payment made to the council in pursuance of the modifications directed by this order.

5. The provisions of section 4 of the Act of 1896 (with respect to reckoning service) shall, for the purpose of the computation by a council of the amount of superannuation allowance to an officer who has been transferred under the Act to the council, have effect in relation to that officer so that the service which shall be aggregated shall be all service in an office or employment in which the officer has exercised powers and discharged duties relating to the purposes of the Elementary Education Acts, 1870 to 1900.
6. Section 15 of the Act of 1896 shall apply to an officer who is transferred under the Act to a council, as if a reference to the commencement of this order were substituted in the section for the reference to the commencement of the Act of 1896, and as if the words from "Any such officer" to "repeal by this Act" were omitted from the section :

Provided that nothing in the section or in this order shall prejudicially affect any powers, duties and liabilities subsisting before the commencement of this order, and arising out of, or consequent upon, or affected by, any agreement between the officer and the council before, at, or after the date of the transfer.

7. Section 18 of the Act of 1896 shall have effect :—

(i.) As if the section were, in terms, extended and made applicable to every question or difference in relation to any matter or thing under or affected by this order ; and

(ii.) As if, in any case involving any such question or difference the Local Government Board were, by the section, empowered, with the like consequences as, by virtue of the said section, attach to their decision under the section, to do, by order, anything which appears to the Board to be necessary or expedient for the determination of the question or difference, or for the removal of any difficulty arising out of the question or difference, or out of the operation of the Act of 1896, or of this order in relation to the case.

8. In relation to each case of an officer transferred under the Act to a council, this order shall apply and shall be deemed always to have applied as from the date of the transfer in that case, and, for the purposes of this order, that date shall be, and is in this order referred to as the commencement of this order.

Given under the Seal of Office of the Local Government Board, this Twenty-seventh day of December, in the year one thousand nine hundred and six.

(L. S.)

JOHN BURNS,
President.

S. B. PROVIS,
Secretary.

NAMES of every Man, other than the Owner or other Person rated or liable to be rated in respect of a Hereditament comprising a Dwelling-house or Dwelling-houses within the meaning of the Representation of the People Acts, who is entitled to be registered as a Voter in respect of his being an Inhabitant Occupier of any such Dwelling-house; and

NAMES of every Man being an Inhabitant Occupier of a Dwelling-house in respect of which no Person is rated by reason of such Dwelling-house belonging to or being occupied on behalf of the Crown, or by reason of any other ground of exemption; and

SITUATION or Description of Dwelling-house.

NOTE.—Where Section 4 of the Poor Rate Assessment and Collection Act, 1869, is not in force, column 10 need not be sub-divided; and where neither Section 3 nor Section 4 is in force, column 14 may be omitted.

[See page 197.]

NAME of every Man, other than the Owner or other Person rated or liable to be rated in respect of a Hereditament comprising a Dwelling-house or Dwellings-houses within the meaning of the Representation of the People Acts, who is entitled to be registered as a Voter in respect of his being an Inhabitant Occupier of any such Dwelling-house; and

NAME of every Man being an Inhabitant Occupier of a Dwelling-house in respect of which no Person is rated by reason of such Dwelling-house belonging to or being occupied on behalf of the Crown, or by reason of any other ground of exemption;

NOTE.—Where Section 4 of the Poor Rate Assessment and Collection Act, 1869, is not in force, column 10 need not be sub-divided; and where neither Section 3 nor Section 4 is in force, columns 15 and 23 may be omitted.

[See page 197.]

NAME of every Man, other than the Owner or other person rated or liable to be rated in respect of a Hereditament comprising a Dwelling-house or Dwelling-houses within the meaning of the Representation of the People Acts, who is entitled to be registered as a Voter in respect of his being an Inhabitant Occupier of any such Dwelling-house; and

NOTE.—Where Section 4 of the Poor Rate Assessment and Collection Act, 1869, is not in force, column 10 need not be sub-divided; and where neither Section 3 nor Section 4 is in force, columns 14 and 17 may be omitted.

[See page 197.]

NAME of every Man, other than the Owner or other Person rated or liable to be rated in respect of a Hereditament comprising a Dwelling-house or Dwelling-houses within the meaning of the Representation of the People Acts, who is entitled to be registered as a Voter in respect of his being an Inhabitant Occupier of any such Dwelling-house; and

NAME of every Man being an Inhabitant Occupier of a Dwelling-house in respect of which no Person is rated by reason of such Dwelling-house belonging to or being occupied on behalf of the Crown, or by reason of any other ground of exemption; and

Notes.—(1) Where Section 4 of the Poor Rate Assessment and Collection Act, 1869, is not in force, columns 10, 20 (as to property other than land), and 30 need not be sub-divided; and where neither Section 3 nor Section 4 is in force, Columns 14, 34, and 34 may be omitted.

(2) Where only one additional rate is collected with the Poor Rate, the columns relating to the other Rate may be omitted.

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